

# ADAMS COUNTY BOARD OF SUPERVISORS REGULAR MONTHLY MEETING

## ADAMS COUNTY BOARD ROOM

### **AMENDED AGENDA**

July 18<sup>th</sup> 7:00 p.m.

1. Call to Order by the Chair
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge Of Allegiance
5. Roll Call
6. Approve the Agenda
8. Approval of the June 20, 2006 County Board Minutes.
9. Public Participation (if requested by the County Board Chair)
10. Announcement of Meetings, Agenda Changes, Report of Supervisors Claims read by the County Clerk, and appoint 6 supervisors to approve claims Renner, Licitar, Morgan, Neuenfeldt, Dehmlow, Sebastiani to review during recess.
11. **Correspondence**
12. **Appointments**
13. **Unfinished Business:** Res. # 23 To take ownership and maintain operation of the following 6 WisDOT facilities: STH 21 and Wisconsin River wayside/boat ramp; STH 21 & STH 13 wayside; STH 13 and Cottonville boat ramp; Parker Lake wayside; Rabbit Rock Wayside; Ship Rock wayside.
14. **New Business:** Wisconsin Open Meetings/Public Records presentation by Mark Thibodeau. Change to Rome's Chapter 10: Zoning Ordinance for 2005 as recommended. Remove any day user fee from the County facilities with the exception of the Castle Rock and Petenwell Park. County Administrator's Report; Library Financial Report (included in minutes) County Clerk's Report.

15.		
Admin & Fin 6/14, 6/16 Airport 5/15, 6/29 Board of Adjustments Cty Board 6/20 CWCA 4/26 Dept Head 6/22 Golden Sands 5/18	Hlth Hum Serv 6/9 Hlth Hum Serv Fin 6/9 Hlth Insur 6/6, 6/28 Hwy Safety Library 5/22 Planning & Dev 5/8, 6/7, 6/12	Pub Hlth Com 6/27 Pub Safety 6/13 Resource & Rec 6/13, 6/29 SCLS 6/12 Surveyor 7/6 Yth Comm 6/6

### 16. **Resolutions:**

**Res. #41:** To renew the contract with Associated Financial Group, as a consultant on the County's employee benefit package through December 31, 2007.

**Res. #42:** To offer all employees Health Assessments on a voluntary basis for 2006, with employees that have the County's WPS insurance plan to bill this to the insurance, and employees that don't have the County's WPS insurance plan would pay for this on their own if they want to have the Assessment completed.

**Res. #43:** To hire Associated Financial Group as a consultant for review of Adams County's workers' compensation, liability, and property insurances.

**Res. #44:** To hire Alpha Terra to develop the County's safety program.

**Res. #45:** To reclassify two AFSCME Local 1168 positions in the Planning & Zoning Department from Group 2 Class 2 to Group 1 Class3 and to adjust the position wages and benefits accordingly including retroactive wages back to January 29, 2006 (date of updated Job Description approval from Personnel Committee).

**Res. #46:** To add four credential pay steps for Planning & Zoning Department Building Inspectors to the AFSCME Local 1168 contract. The Planning & Zoning Department seeks in particular, the following (1) commercial construction inspection, (2) commercial plumbing inspection, (3) commercial electrical inspection, (4) Private Onsite Wastewater Treatment System (POWTS) plan reviewer.

**Res. # 47:** To amend the Personnel Policy to allow a 175-hour maximum accumulation of comp time for Building Inspectors in the Planning & Zoning Department

**Res. #48:** A purchase price of \$375,000 for the building has been negotiated with the owner. Debt service payments would be made from Thrift Store sales over the term of the loan, to be secured from a local financial institution, as amortized by the financial institution.

**Res. #49:** To do evaluations of Adams County Administrator and Adams County Corporation Counsel/Personnel Director.

**Res. #50:** To hire Quantic Architecture, LLC to complete a space needs study for the Sheriff's Department.

**Res. #51:** To obtain monies for the 2007 budget in order to accept the Office of Justice Assistance Interoperability Grant for mobile communications, mutual aid repeater equipment and radio reprogramming.

17. **Ordinances:**

**Ord. #30:** Rezone a parcel of land in the Town of Preston, property (78 acres) located at 1521 11<sup>th</sup> Avenue, in the NE 1/4, NE 1/4 and the SE 1/4, NE 1/4, Section 17, Township 18 North, Range 6 East, owned by Scott Kotlowski, from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District.

**Ord. #31:** Rezone a parcel of land in the Town of Adams, property (102.6 acres) located in the NW 1/4, SE 1/4 and the SW 1/4, SE 1/4 and the SE 1/4, SE 1/4, Section 5, Township 17 North, Range 6 East, owned by Evelyn Roberts, from an A-1 Exclusive Agricultural District to an R-1 Single Family Residential District

**Ord. #32:** Rezone a parcel of land in the Town of Jackson, property (1.03 acres) located at 3298 County Road B, known as Lot #1, C.S.M. #2509, in Part of the SW 1/4, SW 1/4, Section 18, Township 15 North, Range 7 East, owned by Michael Amparan/Jennifer Coon from an A-1 Exclusive Agricultural District to an R-1 Single Family Residential District.

**Ord. #33:** Rezone a parcel of land in the Town of Springville, property (4.13 acres) located at 3274A 9<sup>th</sup> Avenue, known as Lot #3, C.S.M. #2191, in the NW 1/4, SW 1/4, Section 14, Township 15 North, Range 6 East, owned by Jesse & Kayleen Rames, from an A-3 Secondary Agricultural District to an R-3 Mobile Home Residential District.

**Ord. #34:** Ordinance regulating dangerous animals.

18. **Denials:** None

19. Approve Claims

20. Per Diem and Mileage for this Meeting read by the County Clerk

21. Motion for County Clerk to correct errors

22. Set next meeting date

23. **Closed Session:** The committee will convene in closed session per § 19.85 (1)(c), Wis. Stat., to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility- Clerk of Courts Department matter.

The Committee will convene in closed session per 19.85(1)(g), Wisconsin Statutes to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved in the Health and Human Services Department.

The committee will convene in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters.

24. Adjournment.

Resolution no. 41 -2006

**INTRODUCED BY:** Executive Committee.

**INTENT & SYNOPSIS:** To renew the contract with Associated Financial Group, as a consultant on the County's employee benefit package through December 31, 2007.

**FISCAL NOTE:** The cost of the contact is \$1750.00 per month for consulting services provided by Associated Financial Group. \$8,750.00 should be taken from the Health Insurance Fund and put in account 710.E.90.51972.316.000 to pay for the contract from August 2006 through December of 2006. \$21,000.00 will be budgeted in the 2007 year for the consulting contract.

**WHEREAS:** Associated Financial Group was hired on August 1, 2005, to assist the Health Insurance Study Committee in reviewing employee benefits in order to find ways to save money while continuing the same benefits level, if not improving the benefits package; and

**WHEREAS:** Associated Financial Group guaranteed that the Company would save the County an amount at least equal to, if not more than, their contract cost, and has done so as can be quantified on the attached savings analysis; and

**WHEREAS:** The savings on the attached savings analysis are the projected savings, and have the potential of being even higher than reported, this will be quantified at the end of 2006; and

**WHEREAS:** The cost of benefits packages continues to rise annually, and with the help of Associated Financial Group, the County has been able to contain those costs, and will continue to contain those costs.

**NOW, THEREFORE, BE IT RESOLVED:** By the Adams County Board of Supervisors renew the contract with Associated Financial Group through December 31, 2007, to continue to review the County's employee benefit package.

**BE IT FURTHER RESOLVED:** that the cost savings would exceed the cost of services provided by Associated Financial Group.

Dated this 18<sup>th</sup> day of July, 2006.

Adopted \_\_\_\_\_

Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this 18<sup>th</sup> day of July, 2006.

Tabled \_\_\_\_\_

\_\_\_\_\_  
County Clerk

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County Board Chair

**INTRODUCED BY:** Executive Committee.

**INTENT & SYNOPSIS:** To offer all employees Health Assessments on a voluntary basis for 2006, with employees that have the County's WPS insurance plan to bill this to the insurance, and employees that don't have the County's WPS insurance plan would pay for this on their own if they want to have the Assessment completed.

**FISCAL NOTE:** This would be an indirect cost, as the cost of the assessment will be billed as a claim to the County's health insurance plan. With approximately 200 employees enrolled in the County's WPS insurance plan, at approximately \$39.50 per assessment, this would cost the health insurance plan approximately \$7,900.00 in claims costs, assuming 100% participation of County insurance participants.

**WHEREAS:** Health Assessments provide employees the opportunity to have tests completed to identify health risk factors that can lead to disease or permanent health conditions such as, high cholesterol which is the leading indicator of heart disease. If there is early detection of these health risk, an employee can take action to prevent the onset of diseases or other health condition, which in the long run will reduce the County's health insurance claims cost, which for permanent health conditions or disease these conditions would be very costly; and

**WHEREAS:** With the assistance of Associated Financial Group and the work of the Health Insurance Study Committee, Health Assessments have been researched by various companies. The Committee selected Dean/St. Marys to administer the assessments as it provided the most comprehensive package and reporting available. The Committee believes the assessment adds value to the benefits package available to employees, and will help to reduce the County's long term health care claims; and

**WHEREAS:** The cost for the full assessment which includes a personnel wellness profile focusing on coronary heart disease, cancer risk, stress management, safety and primary health care needs, testing and analysis of cholesterol for both HDL (good) & LDL (bad), blood pressure screening, and a confidential report with screening results all included at a cost of \$39.50 per employee that participates; and

**WHEREAS:** If an employee were to have these tests completed in their doctor's office it would cost hundreds of dollars and would be billed to the insurance plan, while this assessment will costs only \$39.50, and the results of the assessment's tests can be sent to the employee's doctor, and the assessments may save the County claims costs in the future; and

**WHEREAS:** When the assessments are completed, the County would receive a cumulative health assessment report, which would provide the County a benchmark to continue these assessments on an annual basis. The reporting options will help the County to focus it's wellness education, by the Health Insurance Study Committee, on high risk areas that affect the employee of Adams County; and

**WHEREAS:** The assessments will continue on an annual basis, in order to give the County cumulative results and a way to monitor the benefits of the assessments.

**NOW, THEREFORE, BE IT RESOLVED:** By the Adams County Board of Supervisors to offer all employees Health Assessments through Dean/St. Marys.

**BE IT FURTHER RESOLVED:** To continue the health assessments on an annual basis.

Dated this 18<sup>th</sup> day of July 2006.

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Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_  
Tabled \_\_\_\_\_

by the Adams County Board of Supervisors this 18<sup>th</sup> day of July 2006.

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County Clerk

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County Board Chair

Resolution no. 43 -2006

**INTRODUCED BY:** Executive Committee.

**INTENT & SYNOPSIS:** To hire Associated Financial Group as a consultant for review of Adams County's workers' compensation, liability, and property insurances.

**FISCAL NOTE:** \$1,500.00 per month from August 1, 2006 through December 31, 2007. The amount of \$7,500.00 to be taken from the general fund to pay for August – December 2006 consulting fees. With the 2007 costs for the consulting contract to be budgeted for in the budget process.

**WHEREAS:** The County carries insurance to protect itself against liability claims, but the amount of coverage, deductibles, exclusions, and endorsements contained in the County's workers' compensation, liability and property insurance policies have not been reviewed in several years to ensure proper coverage; and

**WHEREAS:** Underinsurance or no coverage on a liability claim, could cost the County a large amount of money in order to pay damages from a lawsuit; and

**WHEREAS:** A detailed review of the above reference policies is needed to ensure the County has the appropriate coverages, deductibles, exclusions and endorsements to protect it; and

**WHEREAS:** The Loss Control Committee has discussed the options for ensuring the County's coverages are appropriate, and at the June 26, 2006, meeting it was moved to recommend to hire on a consulting basis, Associated Financial Group to the Executive Committee, to review the County's workers' compensation, liability, and property insurances, and the motion was carried unanimously; and

**WHEREAS:** Associated Financial is a reputable Company and has saved the County thousands of dollars on the County's health insurance and employee's benefits package.

**NOW, THEREFORE, BE IT RESOLVED:** By the Adams County Board of Supervisors to hire Associated Financial Group as consultants for the County's workers' compensation, liability, and property insurances until December 31, 2007.

Dated this 18<sup>th</sup> day of July 2006.

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Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_  
Tabled \_\_\_\_\_

by the Adams County Board of Supervisors this 18<sup>th</sup> day of July 2006.

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County Clerk

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County Board Chair

**INTRODUCED BY:** Executive Committee.

**INTENT & SYNOPSIS:** To hire Alpha Terra to develop the County's safety program.

**FISCAL NOTE:** The cost to bring the County into compliance with the OSHA and other regulations would be \$8,000 for development of policies, to be taken from the General Fund. The cost to conduct the initial and on-going training required would be budgeted in the appropriate years and is projected to cost \$9,700 in 2007, and \$8,000 in 2008 including the Highway Department's training.

**WHEREAS:** The County Board approved in December 2005, for Alpha Terra to conduct a safety assessment to ensure safety compliance with all OSHA and administrative rules, regulations and requirements; and

**WHEREAS:** The Highway Department was excluded from the Assessment, as its Assessment was completed in 2004 and is now in compliance. An amount of approximately \$13,000 was paid for Alpha Terra to bring the Highway Department alone into compliance and the Highway Department continues to pay Alpha Terra \$6,000.00 on an annual basis for training and any updated or new policies required to remain in compliance; and

**WHEREAS:** The Department of Commerce requires employers to have a safety program in place, and completes inspections to ensure compliance. If an inspection were completed and the County was not in compliance, the program would have to be implemented within stringent time frames, or citations for non-compliance would be issued. The cost of the safety program to be developed by Alpha Terra, and for the County to implement it is far less than the costs that would be incurred in a lawsuit; and

**WHEREAS:** The Loss Control Committee has reviewed the report with Alpha Terra, and due to the large amount of deficiencies in the current program, it is in the County's best interest to comply with the requirements and implement a safety program, to ensure the safety of its employees; and

**WHEREAS:** To ensure the County implements policies that comply with all the regulations imposed on employers, it was the motion of the Loss Control Committee to recommend to the Executive Committee to hire Alpha Terra to implement the program by developing the policies and conducting the training for all County Departments, the motion was carried unanimously; and

**WHEREAS:** The cost for Alpha Terra to bring the County into compliance with the safety requirements is significantly less in comparison to what was required for the Highway Department only. This is due to the fact that Alpha Terra will be able to create the policies and training for a reduced cost, as they will use the Highway Department policies and modify them to fit other County Departments and they already have the assessment completed and know what is required; and

**NOW, THEREFORE, BE IT RESOLVED:** By the Adams County Board of Supervisors to hire Alpha Terra to develop a Countywide safety program, to include policies and training for all Departments within the County to ensure regulatory compliance with all safety requirements and to ensure the safety of all the County's employees.

Dated this 18<sup>th</sup> day of July 2006.

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Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this 18<sup>th</sup> day of July 2006.  
Tabled \_\_\_\_\_

County Clerk

County Board Chair

Resolution No. 45 -2006

INTRODUCED BY: Executive Committee

INTENT & SYNOPSIS: To reclassify two AFSCME Local 1168 positions in the Planning & Zoning Department from Group 2 Class 2 to Group 1 Class3 and to adjust the position wages and benefits accordingly including retroactive wages back to January 29, 2006 (date of updated Job Description approval from Personnel Committee).

FISCAL NOTE: The sum required to be derived from the General Fund.

WHEREAS: Prior to January 29, 2006, there were two Planning & Zoning Secretary positions in the Planning & Zoning Department; and

WHEREAS: The duties and responsibilities of Planning & Zoning Secretary positions have evolved substantially; and

WHEREAS: The Job Description for these positions was updated to accurately reflect those duties and responsibilities; and

WHEREAS: The updated Job Description now titles those positions as Planning & Zoning Secretary / Bookkeeper; and

WHEREAS: The Personnel Committee approved the updated Job Description on January 29, 2006; and

WHEREAS: The reclassification of the two positions was approved by AFSCME Local 1168 on June 12, 2006.

NOW, THEREFORE, BE IT RESOLVED: BY THE Adams County Board of Supervisors to reclassify two AFSCME Local 1168 positions in the Planning & Zoning Department from Group 2 Class 2 to Group 1 Class3 and to adjust the position wages accordingly including retroactive wages through January 29, 2006.

Dated this 5<sup>th</sup> day of July, 2006.

ADOPTED ( )

DEFEATED ( ) BY THE ADAMS COUNTY BOARD OF SUPERVISORS THIS 18th DAY OF July, 2006

\_\_\_\_\_  
COUNTY CLERK

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COUNTY BOARD CHAIRPERSON

INTRODUCED BY: Executive Committee

INTENT & SYNOPSIS: To add four credential pay steps for Planning & Zoning Department Building Inspectors to the AFSCME Local 1168 contract. The Planning & Zoning Department seeks in particular, the following: {1} commercial construction inspection, {2} commercial plumbing inspection, {3} commercial electrical inspection, {4} Private Onsite Wastewater Treatment System (POWTS) plan reviewer.

FISCAL NOTE: No fiscal impact at this time. Building Inspectors must acquire a credential to gain a pay step increase.

WHEREAS: The Union contract lists credential pay steps only, and does not specifically list credential types; and

WHEREAS: The current Union contract includes a pay scale for six credentials; and

WHEREAS: Adams County is experiencing increased commercial construction growth; and

WHEREAS: Inspection of commercial construction requires commercial inspection licenses; and

WHEREAS: POWTS plan reviewer status may be granted by the State of Wis. Dept. of Commerce to a licensed entity; and

WHEREAS: The capability to provide the additional inspections will result in additional revenues; and

WHEREAS: The Planning & Zoning Committee unanimously approved the addition of four credential pay steps for the Building Inspectors; and

WHEREAS: The addition of the four credentials was approved by AFSCME Local 1168 on June 12, 2006.

NOW, THEREFORE, BE IT RESOLVED: BY THE Adams County Board of Supervisors to add four credential pay steps ({1} commercial construction inspection, {2} commercial plumbing inspection, {3} commercial electrical inspection, {4} Private Onsite Wastewater Treatment System (POWTS) plan reviewer) for Planning & Zoning Department Building Inspectors to the AFSCME Local 1168 contract.

Dated this 5<sup>th</sup> day of July, 2006.

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ADOPTED ( )

DEFEATED ( ) BY THE ADAMS COUNTY BOARD OF SUPERVISORS THIS 18th DAY OF July, 2006

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COUNTY CLERK

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COUNTY BOARD CHAIRPERSON



INTRODUCED BY: Planning and Development Committee

INTENT & SYNOPSIS: To amend the Personnel Policy to allow a 175-hour maximum accumulation of comp time for Building Inspectors in the Planning & Zoning Department

FISCAL NOTE: Purpose of Resolution is to save the County money.

WHEREAS: The busiest months in the Planning & Zoning Department are the those during the construction season; and

WHEREAS: The Planning & Zoning Department Inspectors are under contract to work a 37.5 hour week; and

WHEREAS: To provide quality and timely services, Inspectors often must work overtime; and

WHEREAS: The current policy requires that accumulated comp time in excess of 100 hours is to be paid out; and

WHEREAS: The Planning & zoning Department has not paid out comp time in the past; and

WHEREAS: The Planning & Zoning Department does not budget to pay out comp time; and

WHEREAS: The Planning & Zoning Department goal is to provide quality services while keeping expenses to a minimum; and

WHEREAS: The Planning & Development Committee discussed the matter at their June 7, 2006 meeting and instructed the Planning & Zoning Administrator to prepare a Resolution to allow a maximum comp time accumulation of 175 hours for the Building Inspectors.

NOW, THEREFORE, BE IT RESOLVED: BY THE Adams County Board of Supervisors to allow the Planning & Zoning Department Inspectors to accumulate a maximum of 175 hours of comp time.

Dated this 5<sup>th</sup> day of July, 2006.

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ADOPTED ( )

DEFEATED ( ) BY THE ADAMS COUNTY BOARD OF SUPERVISORS THIS 18th DAY OF July, 2006

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COUNTY CLERK

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COUNTY BOARD CHAIRPERSON

RESOLUTION NO. 48- 2006

INTRODUCED BY: Health & Human Services Board

INTENT AND SYNOPSIS: To approve the purchase of the former IGA building.

FISCAL NOTE: A purchase price of \$375,000 for the building has been negotiated with the owner.

Debt service payments would be made from Thrift Store sales over the term of the loan, to be secured from a local financial institution, as amortized by the financial institution.

WHEREAS, in November, 1996 the Department opened a Thrift Store, Practical Cents, at the old Kobs Shoe Store on Main Street in Adams, with 10 clients and two staff, and

WHEREAS, the program grew rapidly, both in terms of the number of clients served and the volume of donations and sales, necessitating a move to a larger store, the former Hilley's grocery store in Friendship, in September, 1998, and

WHEREAS, Practical Cents has provided a number of services to the Adams County community, including the employment of approximately 30 individuals with disabilities, affordable clothing and housewares, assistance to county residents affected by widespread disasters (including tornados, flooding, and the Cottonville fire), individual casualties (house fires), and sudden impoverishment from other causes, and

WHEREAS, Practical Cents has consistently operated in the black (producing a net surplus of approximately \$39,600 in fiscal year 2005) and has shown an increase in sales (from \$29,711 in 1997 to \$159,714 in 2005) and program revenue (generating \$117,317 in Medicaid Waiver funds in 2005) in each of its years of operation, and

WHEREAS, the program has again grown in terms of clients served, donations, and sales to the point that the present facility is not large enough, and consequently inhibits the growth and expansion of the services noted above, and

WHEREAS, purchase of the current building has been considered and rejected over the course of the last two years by the Community Programs Committee, Property Committee, and Health & Human Services Board because of the breadth of renovations (e.g. electrical and plumbing systems retrofitting, need for structural repairs, addition of handicap-accessible restrooms and other ADA-related features, etc.) and cost (estimated at approximately \$95,000 in 2004) required for long- term occupancy, and

WHEREAS, the lease for the current building will expire in 2008, and the present owner, Horicon State Bank, has listed the property for sale, and

WHEREAS, the former IGA building is available and, after extensive review of other potential locations, is, in the opinion of the Health & Human Services Board and department staff, the optimal site for Practical Cents, both in terms of retail area, preparation space, and location, and

WHEREAS, the former IGA building requires little in the way of renovation (ceiling tiles, updated fluorescent fixtures, and one additional furnace) and has been reviewed and deemed sound by an engineering firm and local electrical and plumbing contractors, and

WHEREAS, the additional square footage of the former IGA building is expected to allow for expansion of product lines into other areas such as furniture in order to meet in a more comprehensive manner the needs of the Adams County community, to increase significantly the amount of merchandise displayed for sale, to employ additional clients with disabilities, and to generate approximately 25% more sales annually,

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors to approve the purchase of the former IGA building at a cost of \$375,000, and

BE IT FURTHER RESOLVED by the County Board of Supervisors to authorize the Health & Human Services Department to borrow the funds to purchase the building (\$375,000) and to payoff the lease for the present site (\$36,600 from 1 September 2006 through 31 August 2008) from a local financial institution following a competitive request for proposals process, and,

BE IT FURTHER RESOLVED by the County Board of Supervisors to direct the Corporation Counsel to oversee the legal aspects of the purchase.

Dated this 14th day of July, 2006.

HEALTH & HUMAN SERVICES BOARD

/s/ Bev Ward

ADOPTED by the Board of Supervisors of Adams County, Wisconsin, this day of , 2006.

DEFEATED  
County Clerk

County Board Chairperson

Resolution \_\_\_\_49-2006\_\_\_\_\_

INTRODUCED BY: Adams County Board Supervisors Bev Ward, Fran Dehmlow and Dean Morgan  
INTENT & SYNOPSIS: To do evaluations of Adams County Administrator and Adams County Corporation Counsel/Personnel Director.

FISCAL NOTE: None

WHEREAS: Evaluations should be done when a probation period is about to be completed and then at least on a yearly basis; and

WHEREAS: Evaluations have not been done for the Adams County Administrator and Adams County Corporation Counsel/Personnel Director; and

WHEREAS: These positions both serve the Adams County Board of Supervisors and thereby should be evaluated by the Board as a whole; and

WHEREAS: When a department head is evaluated the employees in that department will have the chance to input their opinions without their names being used; and

WHEREAS: We believe the same should be done for the positions of Administrator and Corporation Counsel/Personnel Director with Supervisors; and

WHEREAS: We believe that a closed session at the August County Board meeting will give all Supervisors ample time to talk to department heads as well as other employees.

NOW THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors that an evaluation of Adams County Administrator and Adams County Corporation Counsel/Personnel Director be done in closed session at the August County Board meeting and at least yearly from then on.

SUBMITTED FOR ADOPTION THIS 18<sup>th</sup> day of July, 2006.

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Adopted ( )

By the Adams County Board of Supervisors this 18<sup>th</sup> day of July, 2006.

\_\_\_\_\_  
Defeated ( )

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County Clerk

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County Board Chair

**Resolution no. 50 -2006**

**INTRODUCED BY:** Public Safety & Judiciary Committee.

**INTENT & SYNOPSIS:** To hire Quantic Architecture, LLC to complete a space needs study for the Sheriff's Department

**FISCAL NOTE:** The study will cost \$9,500.00, and this money shall be taken from the Sale Tax. Account and place into a separate account for the Sheriff's Department for the purpose of paying for this study.

**WHEREAS:** The Sheriff's Department has had problems for several years with the amount of space available versus the amount of space needed to efficiently operate the Department; and

The Public Safety & Judiciary Committee reviewed five proposals at the June 2006 meeting, and have selected Quantic Architecture, LLC; and

**WHEREAS:** The study will determine how the space in the Department can be better utilized and made more efficient, to ensure the Sheriff's Department has adequate space to perform its core mission over the next twenty to twenty-five years; and

**WHEREAS:** The study shall also address if it is feasible to attach an addition to the building or whether a stand-alone

structure would need to be erected; and

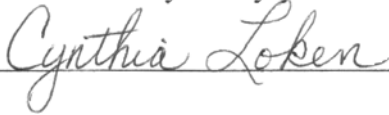
**WHEREAS:** Once the study is completed the cost of the remodel and/or building construction would be examined to find the most efficient and economical means of funding the project to minimize the fiscal impact on the County; and

**WHEREAS:** This will also provide the opportunity for the other judicial related Departments to seek adequate storage and space with the Sheriff's Department facilities.

**THEREFORE BE IT RESOLVED:** By the Adams County Board of Supervisors, to hire Quantic Architecture, LLC to

complete a space needs study for the Sheriff's Department.

Dated this 18<sup>th</sup> day of July 2006.



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Adopted

Defeated

Tabled

by the Adams County Board of Supervisors this 18th day of July 2006.

County Board Chair

County Clerk

INTRODUCED BY: Supervisor Harry Davis

INTENT & SYNOPSIS: To obtain monies for the 2007 budget in order to accept the Office of Justice Assistance Interoperability Grant for mobile communications, mutual aid repeater equipment and radio reprogramming.

FISCAL NOTE: To allocate \$22,646.83 for the 2007 budget process with \$14,780.60 being budgeted to the Sheriff's Department and \$7,866.23 being budgeted to the Emergency Management Department.

WHEREAS: The justification is to become compliant with Federal Communications Standards mandating narrowband radio capabilities on or before 2011 and to provide a county mutual aid communication channel for all first responders with a repeater and base station; and

WHEREAS: The current Sheriff's Department mobile and hand-held radios have an average age of 18.5 years and the County does not have a Mutual Aid Response Channel and supporting equipment; and

WHEREAS: The reason for the resolution is to allow Sheriff's department and Emergency Management to comply with the terms of the grants allowing the respective departments to return the grants within the 30 day timeline of August 7, 2006 as mandated by the Office of Justice Assistance; and

WHEREAS: The benefits to Adams County will be obtaining \$71,955.52 in radios and communications equipment at a cost of \$22,646.83 with grant funding approximately 69% of the total costs of the radios and equipment; and

WHEREAS: As the specific equipment to be obtained is 16 hand-held radios, three mobile radios, one MARC repeater, one base station and reprogramming of 30 radios; and

NOW, THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors that \$22,646.83 be allocated for the 2007 budget process with \$14,780.06 being budgeted to the Sheriff's Department and \$7,866.23 being budgeted to the Emergency Management Department.

Dated this 18<sup>th</sup> day of July 2006.

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Adopted \_\_\_\_\_

Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this 18<sup>th</sup> day of July 2006.

Tabled \_\_\_\_\_

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chair

Ordinance No.: \_\_\_\_30\_\_\_\_ 2006

**AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE**

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of Preston on November 9, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On June 13, 2006, Scott Kotlowski, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Preston, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on July 5, 2006, and the Adams County Planning and Development Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District.

Property (78 acres) located at 1521 11<sup>th</sup> Avenue, in the NE 1/4, NE 1/4 and the SE 1/4, NE 1/4, Section 17, Township 18 North, Range 6 East, Town of Preston, Adams County, Wisconsin.

Published in the Times Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of July 2006.

Recommended for enactment by the Adams County Planning and Development Committee on this 5<sup>th</sup> day of July 2006.

Enacted/Defeated by the Adams County Board on the \_\_\_\_\_ day of July 2006.

\_\_\_\_\_  
Cindy Phillippi, County Clerk

\_\_\_\_\_  
Cynthia Loken, Board Chair

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE  
July 5, 2006 – Room A260 -Courthouse  
Friendship, WI 53934 – 9:00 A.M.

Scott Kotlowski – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to split the property (78 acres) into 5 acre parcels on property located at 1521 11<sup>th</sup> Avenue, in the NE 1/4, NE 1/4 and the SE 1/4, NE 1/4, Section 17, Township 18 North, Range 6 East, Town of Preston, Adams County, Wisconsin. **(Please note: Portions of the property are also under the Adams County Shoreland Protection Ordinance Zoning; the request does not include Shoreland Protection zoning changes.)**

Appearing for with testimony: Donna Christensen and Arthur Luthi.

Appearing for with no testimony: Dennis Christensen.

Appearing against with testimony: Ken Kens.

Appearing neither for or against: Jan Sarbacker, and Lois Kvammen

Correspondence: Notification from the Town Board of Preston that they met on June 7, 2006 and do not object to the zoning change. Telephone call on June 26, 2006 from David Sarges stating objection to the zoning change. He does not want Ag property split up. Telephone call on June 29, 2006 from Kenneth Kvammen stating objection to the zoning change. His sons own adjoining property and it will ruin their hunting. Letter received on June 30, 2006 from Sharon Gasienica stating objection to the zoning change.

Disposition. Glenn Licitar made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Fran Dehm low seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

**AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE**

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of the Town of Adams on November 9, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On June 13, 2006, Evelyn Roberts, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Adams, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on July 5, 2006, and the Adams County Planning and Development Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is changed from an A-1 Exclusive Agricultural District to an R-1 Single Family Residential District.

Property (102.6 acres) located in the NW 1/4, SE 1/4 and the SW 1/4, SE 1/4 and the SE 1/4, SE 1/4, Section 5, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin, and

Published in the Times Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of July 2006.

Recommended for enactment by the Adams County Planning and Development Committee on this 5<sup>th</sup> day of July 2006.

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Enacted/Defeated by the Adams County Board on the \_\_\_\_\_ day of July 2006.

\_\_\_\_\_  
Cindy Phillippi, County Clerk

\_\_\_\_\_  
Cynthia Loken, Board Chair



ADAMS CO PLANNING & DEVELOPMENT COMMITTEE  
July 5, 2006 – Room A260 -Courthouse  
Friendship, WI 53934 – 9:00 A.M.

Claude & Evelyn Roberts – Rezoning Request from an A-1 Exclusive Agricultural District to an R-1 Single Family Residential District of the Adams County Zoning Ordinance on property (102.6 acres) located in the NW 1/4, SE 1/4 and the SW 1/4, SE 1/4 and the SE 1/4, SE 1/4 of Section 5, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin. **(Please note: A small portion is located in a Recreational/Residential District of the Adams County Shoreland Protection Ordinance).**

Appearing for with testimony: Dennis, Debra and Evelyn Roberts.

No one appearing against.

Appearing neither for or against: John Downing & Floyd E. Roberts.

Correspondence: Notification from the Town Board of Adams that they met on June 6, 2006 and do not object to the zoning change.

Disposition. Mike Keckeisen made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Richard Colby seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

**AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE**

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of the Town of Jackson on November 3, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On April 7, 2006, Michael Amparan/Jennifer Coon, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Jackson, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on July 5, 2006, and the Adams County Planning and Development Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is changed from an A-1 Exclusive Agricultural District to an R-1 Single Family Residential District.

Property (1.03 acres) located at 3298 County Road B, known as Lot #1, C.S.M. #2509, in Part of the SW 1/4, SW 1/4, Section 18, Township 15 North, Range 7 East, Town of Jackson, Adams County, Wisconsin.

Published in the Times Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of July 2006.

Recommended for enactment by the Adams County Planning and Development Committee on this 5<sup>th</sup> day of July 2006.

Enacted/Defeated by the Adams County Board on the \_\_\_\_\_ day of July 2006.

\_\_\_\_\_  
Cindy Phillippi, County Clerk

\_\_\_\_\_  
Cynthia Loken, Board Chair

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE  
July 5, 2006 – Room A260 -Courthouse  
Friendship, WI 53934 – 9:00 A.M.

Michael Amparan/Jennifer Coon – Rezoning Request from an A-1 District to an R-1 District of the Adams County Zoning Ordinance to allow the 1.03 acre parcel to become conforming on property located at 3298 County Road B, known as Lot #1, C.S.M. #2509, in Part of the SW 1/4, SW 1/4, Section 18, Township 15 North, Range 7 East, Town of Jackson, Adams County, Wisconsin.

Appearing for with testimony: Michael Amparan.

No one appearing against.

Correspondence: Notification from the Town Board of Jackson that they met on May 10, 2006 and do not object to the zoning change.

Disposition. Robert Dixon made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Sylvia Breene seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

**AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE**

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of the Town of Springville on January 31, 2000, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On May 26, 2006, Jesse & Kayleen Rames, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Springville, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on July 5, 2006, and the Adams County Planning and Development Committee after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is changed from an A-3 Secondary Agricultural District to an R-3 Mobile Home Residential District..

Property (4.13 acres) located at 3274A 9<sup>th</sup> Avenue, known as Lot #3, C.S.M. #2191, in the NW 1/4, SW 1/4, Section 14, Township 15 North, Range 6 East, Town of Springville, Adams County, Wisconsin.

Published in the Times Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of July 2006.

Recommended for enactment by the Adams County Planning and Zoning Committee on this 5th day of July 2006.

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Enacted/Defeated by the Adams County Board on the \_\_\_\_\_ day of July 2006.

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Cindy Phillippi, County Clerk

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Cynthia Loken, Board Chair

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE  
July 5, 2006 – Room A260 -Courthouse  
Friendship, WI 53934 – 9:00 A.M.

Jesse & Kayleen Rames – Rezoning Request from an A-3 Secondary Agricultural District to an R-3 Mobile Home Residential District on property (4.13 acres) located at 3274A 9<sup>th</sup> Avenue, known as Lot #3, C.S.M. #2191, in the NW 1/4, SW 1/4, Section 14, Township 15 North, Range 6 East, Town of Springville, Adams County, Wisconsin.

Appearing for with testimony: Jesse & Kayleen Rames

No one appearing against.

Correspondence: Notification from the Town Board of Springville that they met on June 26, 2006 and do not object to the zoning change.

Disposition. Robert Dixon made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Glenn Licitar seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

**ORDINANCE \_\_\_\_\_34\_\_\_\_\_, 2006**

**ORDINANCE REGULATING DANGEROUS ANIMALS**

**(1) DEFINITIONS:** Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the meaning they have in common usage and to give this ordinance a reasonable application which protects human health and humane treatment of animals.

- (a) Animal means any member of the animal kingdom except human beings.
- (b) Animal Control Agency means the Adams County Sheriff's Department and any other public or private agency delegated authority by the Health & Human Services Board to enforce portions of this ordinance; or any public or private agency designated by the state, county supervisors or a municipality as their animal control agent.
- (c) Animal Control Officer means a designated contractor or officer of the Animal Control Agency.
- (d) Health & Human Services (HHS) Board means the Adams County Health & Human Services Board.
- (e) Board of Supervisors means the Adams County Board of Supervisors.
- (f) Dangerous Animal includes all animals which are classified in the following animal families, which are subject to amendment by the Board of Supervisors:

- (1) Canidae: e.g. wolves, coyotes, foxes, jackals, within the order Carnivora but excluding *Canis familiaris*, the domestic dog.
- (2) Felidae: e.g. lions, tigers, jaguars, leopards, cougars, lynx, ocelots, bobcats, within the order Carnivora but excluding *Felis domestica*, the domestic cat.
- (3) Ursidae: e.g. black bears, brown bears, grizzly bears, polar bears, of the order Carnivora.
- (4) Cercopithecidae: e.g. baboons.

(5) Pongidae; e.g. gibbons, orangutans, chimpanzees, gorillas.

(6) Hyaenidae; e.g. hyaenas.

(g) Health Department means the Adams County HHS – Public Health Unit.

(h) Health Officer means the Manager of HHS – Public Health Unit, or his/her authorized representative.

(i) Keeping means the act of confining, harboring, maintaining, owning, or sheltering an animal.

(j) Owner means any person confining, harboring, keeping, maintaining or sheltering an animal.

(k) Person means any agency, association, business, club, company, corporation, firm, individual, institution, organization, partnership, syndicate, trust, trustee or any federal, state or local governmental agency or instrumentality of other entity recognized by the law as the subject of rights and duties. The feminine, masculine, singular or plural is included in any circumstance.

(l) Vicious Animal means an animal that has attacked and/or bitten a person without provocation.

(1) Dogs used in security or police work shall not be classified as vicious dogs if a bite or bites occur while the dog is actually performing in such a capacity.

(2) Dogs shall not be classified as vicious dogs if a bite or bites are inflicted upon a person who is at the time of the bite or bites, engaged in a criminal act against the person or property of another.

(3) Animals used in agriculture, as defined by the United States Department of Agriculture shall not be considered dangerous animals.

**(2) DANGEROUS ANIMALS PROHIBITED:** No persons shall keep a dangerous animal in Adams County except as allowed by subsection (3).

**(3) EXCEPTIONS TO PROHIBITION OF DANGEROUS ANIMALS:** The prohibition contained in subsection 2 of this ordinance shall not apply to the keeping of dangerous animals in Adams County in secure containment under these circumstances:

(a) Dangerous animals kept at a state licensed veterinary hospitals, humane societies, licensed wildlife rehabilitators or animal control pounds for treatment or impoundment purposes.

(b) Dangerous animals kept by federal, state, county and municipal authorities and their designees or veterinarians pursuant to the enforcement of this or any animal control ordinance.

(c) Dangerous animals kept by governmental agencies, colleges or universities accredited by the North Central Association Commission On Accreditation and School Improvement, medical institutions or research laboratories for instructional or research purposes.

(d) Dangerous animals kept in zoos owned and operated by a municipality.

(e) Dangerous native animals kept in licensed game farms or for fur pelting businesses on properly zoned land.

(f) Dangerous animals commercially exhibited for ten (10) days or less.

(g) Animals being commercially transported through Adams County.

#### **(4) SEIZURE, IMPOUNDMENT AND DISPOSITION OF DANGEROUS ANIMALS**

(a) The Animal Control Officer may seize and remove any dangerous animal that is not kept under circumstances authorized in section (3) of this ordinance or which is not confined under United States Department of Agriculture Standards (9C.F.R. 3.127). Any dangerous animals seized may be euthanized by the Animal Control Officer. The owner or keeper of a seized

dangerous animal may be assessed for any costs incurred for capturing, maintenance, or euthanizing the animal.

- (b) A dangerous animal that kills or causes serious injury to a human being shall be immediately surrendered to the Animal Control Officer.

#### (5) DUTY TO SURRENDER A VICIOUS ANIMAL/COST OF CONFINEMENT

- (a) No person shall continue to own or keep a vicious animal in Adams County. Upon written notice by a Health Officer, an animal alleged to be vicious shall be surrendered to the Animal Control Officer. Unless a written authorization for euthanasia is signed **by the Owner at the time of surrender**, the animal shall be held for 2 working days after surrender, with the cost of confinement being assessed against the Owner.
- (b) An owner of a dangerous animal which has been seized may request that the Adams County Circuit Court review the seizure. If an owner requests review of the seizure of a dangerous animal, the animal shall remain in the custody of the Animal Control Agency during the pendency of the proceedings and the cost of confinement shall be assessed against the owner.
- (c) Confinement of an animal shall be at a facility approved by the Animal Control Agency.

#### (6) UNCONTROLLED DANGEROUS ANIMALS PROHIBITED

- (a) No person may suffer or permit a dangerous animal to be at large in Adams County.
- (b) Any uncontrolled dangerous animal may be apprehended and impounded by the Animal Control Officer. The Animal Control Officer shall have the right to enter upon private property when it is necessary to apprehend an uncontrolled dangerous animal. Such entrance upon private property shall be in reasonable pursuit of an animal and shall not include entry into a domicile unless it be at the invitation of the occupant. An animal control officer denied entry to a domicile may initiate procedures regarding issuance of a search warrant.
- (c) Any peace officer or Animal Control Officer may humanely destroy an uncontrolled dangerous animal if apprehension of the animal would pose a risk of injury to the officer.

#### (7) DISPOSITION OF DISEASED AND INJURED UNCONTROLLED DANGEROUS ANIMALS

- (a) The animal control officer may euthanize a diseased or injured uncontrolled dangerous animal. The animal shall first be examined by a licensed veterinarian and the veterinarian shall determine whether or not euthanization is required. A reasonable attempt to locate and notify the owner of the animal will be made prior to euthanizing the animal.
- (b) If the disease or injury to the uncontrolled dangerous animal is of such severity that the animal could not humanely be treated, or the animal has a contagious or fatal disease as determined by the examining veterinarian, the animal may be euthanized immediately without an attempt to locate or notify the owner. The owner shall subsequently be notified, if possible.

#### (8) LIABILITY

Nothing in this ordinance absolves the keeper of an animal that inflicts injury to a person or property from financial responsibility for the animal's actions. Adams County is not, by undertaking the enforcement of this ordinance, creating any duty to third parties.

#### (9) ENFORCEMENT

It shall be the duty of the Health Officer to enforce provisions of this ordinance, and this duty may be delegated to his/her authorized representative.

(10) PENALTIES

In addition to and without prejudice to the remedies contained herein, violation of the provisions of this ordinance or failure to comply with any of its requirements shall make the keeper of the animals subject to one or more of the following actions and/or penalties:

Commencement of legal action against the keeper of the animal seeking a court imposed forfeiture (maximum fine of \$500.00 per each ten (10) days of violation).

Commencement of legal action against the keeper of the animal seeking an injunction to abate the violation and/or correct the damage created by it.

Any other action (including ordered abatement and /or correction costs being recovered as a special tax assessment on the property) authorized by the Adams County Health Hazards Ordinance or any other applicable law

(11) SEVERABILITY

If any section of this ordinance is to be unconstitutional or invalid for any reason, such decision shall not affect the remainder of the ordinance nor any part thereof other than the portion affected by such decision.

HEALTH & HUMAN SERVICES BOARD

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

PUBLIC SAFETY AND JUDICIARY COMMITTEE

_____	_____
_____	_____
_____	

\_\_\_\_\_ ENACTED \_\_\_\_\_ DEFEATED

by the Board of Supervisors of Adams County, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

_____	_____
County Clerk	County Board Chairperson



DATE: June 14, 2006

TIME: 8:00am

PLACE: A160

Administrative & Finance Committee Minutes

Committee Chair Al Sebastiani called meeting to Order at 8:00am

Roll call; Harry Davis, David Grabarski, Mike Keckeisen, Al Sebastiani, and John West present. Others present Chris Murphy – Land/Water Conservation, Tami Broome – Dept. County Clerk, Dawn McGhee - Recording Secretary.

Was the meeting properly announced? Yes

Approve prior meeting minutes; Motion to approve May 12, 2006 minutes presented by David Grabarski, second by John West. Motion carried

**Land/Water Conservation** Department Contract for 2006 Soil/Water Resource Management Grant. Annual contract amount for 2006 was \$106,049.00 up from last years amount of \$85,000.00. Cost sharing \$50,000.00 down from last years amount of \$60,000.00. Cost sharing is a 70% match for farm Land/Water conservation projects. Motion to approve 2006 contract presented by Mike Keckeisen, second by David Grabarski. Motion carried.

**MIS** Vouchers; presented.

Cell phone request; Committee would like to be made aware of all requests, motion to approve additional cell phone for Land and Water Conservation presented by David Grabarski, second by John West. Motion carried.

Approve Palm Pilot Purchase; Un-budgeted purchase, Motion to approve Palm Pilot for Count Clerk at a cost not to exceed \$500.00 presented by David Grabarski, second by Harry Davis. Motion carried.

Printers; Un-budgeted purchase, Motion to purchase 4 Hewlett Packard Laser Jet 4250DTN printers for a total cost of \$6395.00 with \$5000.00 and 66% of remaining to come from Child Support budget, remaining cost to come from MIS budget.

Financial Reports; will be discussed at next meeting

**County Clerk-** Vouchers; Financial Report; Discussion of the 2007 budget timetable and format; will be discussed at next meeting Motion to send contract for utility bill audit to Corporation Counsel for immediate action, with findings to be returned for Fridays meeting presented by David Grabarski, second by Mike Keckeisen. Motion carried. Motion to rescind previous motion presented by David Grabarski, second by Mike Keckeisen. Motion carried.

Discuss Town of Rome ES&S payment; Motion to forward charges for erroneously printed ballots to Town of Rome for action presented by Harry Davis, second by David Grabarski. Motion carried.

**Treasurer-** Financial Report; Tax Deed Property update; Insurance Policy; Vouchers; Approve Training; Mary Ann out of office for training will be discussed at next meeting.

Identify upcoming agenda items; Police Liaison Officer contract with Adams Friendship School District, Address Signature Stamps.

Motion to amend June 16, 2006 meeting agenda to start at 9:00am presented by Mike Keckeisen, second by John West. Motion carried.

Motion to recess until 1:00pm presented by David Grabarski, second by Mike Keckeisen. Motion carried.

Committee Chair Al Sebastiani called meeting to Order at 1:00pm

Roll call; David Grabarski, Mike Keckeisen, Al Sebastiani, and John West present. Harry Davis, absent excused.

Motion to adjourn until 9:00am, June 16, 2006 presented by David Grabarski, second by Mike Keckeisen. Motion carried

Dawn McGhee

For John West, Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Administrative & Finance Committee Minutes  
June 16, 2006  
9:00 a.m.

Called to order at 8:00 a.m.

Members Present Grabarski, Davis, Keckeisen, West. Excused Sebastiani. Also present, Keuler, and Phillippi.

Motioned by Keckeisen/West to deviate from the agenda and take police liaison officer contract. Motioned by Keckeisen/West to approve the School Police Liaison Contract between Adams County Sheriff's Department and Adams Friendship School District for 2006 –2007 school year. Motion carried by unanimous voice vote.

We will order stamps with initials.

No Treasurer report.

Motioned by West/Davis to have Keuler sign the National Utility Services contract upon Kniess approval and forward appropriately. Motion carried by unanimous voice vote.

Keckeisen excused at 10:30 a.m.

Discussion of 2007 budget timetable and format.

Motioned by West/Davis to adjourn at 10:45 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi,  
Recording Secretary

These minutes have not been approved by the Administrative Finance Committee.

**MINUTES OF ADAMS COUNTY AIRPORT COMMISSION  
15 MAY 2006**

Meeting called to order at 7:34PM by Mike Keckeisen. Members present, Steve Pollina, Irwin Rossnagle, Jerry Reuterskoild and John West. Also present, Airport Manager Mike Scott and Groundskeeper Sheldon Sundsmo.

Keckeisen asks for nominations for Chairperson for the Airport Commission. Keckeisen nominates John West. Reuterskoild seconds nomination. Keckeisen asks for other nominations three times. There being none, nominations are closed.

Keckeisen asks for vote on West for Airport Commission Chairperson. Vote is unanimous in favor of West.

West asks for nominations for Vice Chair of the Airport Commission. West nominates Keckeisen. Second by Reuterskoild. West asks for any other nominations for Vicechair three times. There being none, nominations are closed.

West asks for vote on Keckeisen for Vice Chairperson. Vote is unanimous for Keckeisen for Vicechair.

West asks for nominations for secretary. Pollina nominates Reuterskoild. Rossnagle seconds the nomination.

West asks for other nominations for Secretary three times. There being none, nominations are closed.

West asks for vote on Reuterskoild for Airport Commission Secretary. Vote is unanimous in favor of Reuterskoild for Airport Commission Secretary.

Motion to approve Airport Commission Meeting agenda as publish by Reuterskoild. Second by Rossnagle. Motion carried.

Motion by Reuterskoild to approve the April 17<sup>th</sup> minutes as presented. Second by Rossnagle. Motion carried.

#### Airport Managers Report:

Correspondence. Working on agriculture lease. Scott is also working with the Corp. Council on the length of commission members terms and on when they expire. The proposed 2 year term appears to be at odds with the WDOT laws for citizen members of the Airport Commission. Scott also reported that under the new committee rules, The Airport Commission would work under the Public Works committee.

Scott introduced Jodi Malin from the DNR. Ms. Malin spoke to the commission on a proposal the DNR has for the installation of a well near the Airport building. The well would be for the use of their water bomber aircraft. By having a well the DNR could get rid of the large water tank trailer. This would simplify the loading of aircraft and speed up the process. The DNR would pay for all costs associated with the installation and operation of the well. Malin presented a letter from the DNR requesting permission for the well.

Motion by Keckeisen for the Airport Commission to support a resolution, to be presented to the County Board, for the installation of a 6 inch well at the airport for the purpose of providing water for fire suppression aircraft. Second by Rossnagle. Motion carried.

#### Airport Building. No action taken.

Financial Report. Scott reported that 25% of the year has passed and we have used 30% of budget. He said that spending would lessen. Fuel sales are down from last year. Scott believes this is due to high fuel costs.

Scott is trying to find out exactly how much is in our carryover account. This data hasn't appeared on our budget yet.

North Central Wisconsin Regional Planning Commission zoning proposal. Scott gave a brief outline for the new members of the Commission on the cost and scope of the zoning proposal.

Six year airport improvement plan and grant. Scott reported that the project is a "go". He expects the project to take more than a year to complete.

Motion by Reuterskoild to approve Airport Managers report as presented. Second by Rossnagle. Motion carried.

#### Grounds Keeper's Report:

All equipment OK. Airport grounds in good condition.

Motion by Keckeisen to approve the Groundkeepers report as presented. Second by Reuterskoild. Motion carried.

#### Vouchers:

Reviewed all vouchers.

Motion by Reuterskoild to approve all vouchers presented. Second by Keckeisen. Motion carried.

#### Audience comments:

Bob Pike, president of Chapter 931 of the EAA, reported that the chapter is going to have a volunteer work party at the Airport on the 20<sup>th</sup> of May.

Motion to adjourn until 7:30PM on June 19<sup>th</sup> at the Airport office by Keckeisen. Second by Reuterskoild. Motion carried. Meeting adjourned at 8:50PM.

Respectfully submitted by,

Stephen T. Pollina

## Airport Commission Meeting June 29th 2006

### Agenda Items:

1. Yes
2. Meeting called to order at 7:00pm by John West
3. John West, Steve Pollina, Irwin Rossnagel, Mike Keckeisen, Jerry Reuterskiold
4. Motion to approve agenda made by Irwin and second by Steve. Motion passed.
5. Motion to approve minutes of the May 15th, 2006 meeting made by Mike and second by Irwin. Motion passed.
6. A. The State of Wisconsin Security plan will need to be looked over by Mike Scott.  
B. Mike Scott is working with the Wisconsin DNR for the installation on the well for fire fighting at the airport. See attached letters and email. The DNR hopes to have this well installed by next year.  
C.  
D. Mike reported on questions that the public works committee had about the proposal from NCWRPC. See attached email. Mike will continue to work with all parties on this matter.  
E. Public Works wants us to use carryover money to cover our share of the improvements. Some questions came up as to why we do not have carryover money in our budget and to where it went. We will need \$22,000.00 to cover our cost of the \$350,000.00 of improvements that are scheduled in the six year plan.  
F. After some discussion a motion was made to do a one year contract with Raebe to start spraying out of Adams County Legion Field again subject to corporate counsel approval. Motion made by Mike and second by Irwin.  
Mike Scott was directed to sign the contract.

### Other Reports:

Fuel sales report. We took a short load of 4000 gallons due to cost. The price was adjusted to \$3.40 per gallon to maintain the twenty cents per gallon mark up for the county.  
We had a group of people fly in to go to Northern Bay. They rented two cars from Enterprise in Wisconsin Rapids. They were charged \$50.00 per car extra to have them delivered to our airport.  
A motion was made to except the managers report. Motion made by Mike and second by Irwin.

### **The motion passed**

7. A. Sheldon reported everything is OK with grounds and equipment at this time. B. Vouchers were reviewed by the committee.  
C. Mike made a motion to approve the vouchers. Second by Steve. The motion passed.
8. No audience comments.
9. Thursday July 13th, 2006 at 7:00pm at the airport building.
10. A motion was made to adjourn till July 13th, 2006 at 7:00pm. Made by Mike and second by Steve. Motion passed at 8:15 pm  
Jerry **Reuterskiold**

**ADAMS COUNTY BOARD OF ADJUSTMENT**

MEETING: May 17, 2006

8:30 A.M. -- COURTHOUSE

On Wednesday, May 17, 2006 at 8:30 A.M. the Adams County Board of Adjustment was called to order with the following members present: Francis Schalk, Cathy Croke, Dale Helm, Wilbur Fritz, Robert Donner, and Wayne Kaye. Ivan Morrow was excused Others present were: Phil McLaughlin, Zoning Administrator, Diane Kopitzke, Recording Secretary and Kevin Kneiss, County Corporation Counsel.

8:32 A.M.: Phil McLaughlin and Kevin Kneiss left meeting.

Diane Kopitzke requested nominations from the Committee members for a Chairman, Vice-Chairman and Secretary for the Adams County Board of Adjustment. Francis Schalk made a motion to nominate Ivan Morrow for Chairman. Dale Helm seconded the motion. All in favor. Motion carried. Dale Helm made a motion to nominate Wayne Kaye for Vice-Chairman. Cathy Croke seconded the motion. All in favor. Motion carried. Wayne Kaye made a motion to nominate Cathy Croke for Secretary. Dale Helm seconded the motion. All in favor. Motion carried. Francis Schalk led a discussion regarding Section 13.51 of the Adams County Shoreland Protection Ordinance, which states that no two members of the Board may reside in the same town. Both Francis Schalk and Cathy Croke submitted requests to the County Administrator to serve on the Adams County Board of Adjustment. Diane Kopitzke stated that she had seen E-Mails from Phil McLaughlin to the County Administrator in regard to this matter. This matter was supposed to be taken care of at the Adams County Board of Supervisors meeting that was held on May 16, 2006. In conclusion to the discussion, Francis Schalk resigned as a member from the Adams County Board of Adjustment.

9:15 A.M.: Phil McLaughlin and Kevin Kneiss joined meeting.

Cathy Croke made a motion to deviate from the agenda and go into closed session per Section 19.85(g) of the Wisconsin Statutes to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to become involved regarding the Midwest Property Management/Roger Lippitt matter. Wilbur Fritz seconded the motion. Roll Call Vote: 5-Yes. 1-Abstained (Schalk). 1-Excused (Morrow). Motion carried.

Cathy Croke made a motion to reconvene in open session per Section 1985(2) of the Wisconsin Statutes. Robert Donner seconded the motion. Roll Call Vote: 5-Yes. 1-Abstained (Schalk). 1-Excused (Morrow). Motion carried.

ADAMS COUNTY BOARD OF ADJUSTMENT  
MONTHLY MEETING: MAY 17, 2006  
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10:00 A.M.: The Committee conducted the Public Hearing portion of the meeting.

Public Hearings were conducted for the following: Midwest Property Management/Roger Lippitt – Special Exception Permit under Section 10.41 of the Adams County Shoreland Protection Ordinance to construct four resort condominiums with lot line setbacks less than 75'. NOTE: A variance is not requested for the 75' setback from the Ordinary High Water Mark, and a Variance under Section 3-2.02 of the Adams County Zoning Ordinance to construct four resort condominiums on property that does not abut a public road for property located in the SE ¼, NE ¼, Section 36, Township 14 North, Range 7 East, Lots 1 & 2 of CSM #559 at 4121 1<sup>st</sup> Avenue, Town of New Haven, Adams County, Wisconsin. Robert Donner made a motion to deny the Variance Request under Section 3-2.02 of the Adams County Shoreland Protection Ordinance to construct four resort condominiums on property that does not abut a public road. The reason for denial was because the variance was not in the public interest. W. Dale Helm seconded the motion. Roll Call Vote: 5-Yes. 1-Excused (Morrow). Motion carried. Robert Donner made a motion to deny the setback portion of the request for a

Special Exception Permit request under Section 5.41 of the Adams County Shoreland Protection Ordinance to place the 4 single-family condo units closer than the required 75-foot setback from the property lines. Cathy Croke seconded the motion. Roll Call Vote: 5-Yes 1-Excused (Morrow). Motion carried. The reason for denying this request are as follows: Objection from the adjacent property owners, there are alternatives to constructing the 4-single family condo units that would not require a reduced setback, the decision would not create an unnecessary hardship for the petitioner, and it's not a wise decision to grant when the Town is also in objection to the request. Cathy Croke made a motion to allow the four single-family resort condo units, the caretakers unit, a service building, provided the existing garage is torn down and removed, on the original parcel which excludes the approximate one-half acre piece adjacent to the west. Robert Donner seconded the motion. Roll Call Vote: 5-Yes. 1-Excused (Morrow). Motion carried. No variance is necessary because only the original legal nonconforming parcel, served by the easement is being developed. No additional land is being utilized nor was the property divided.

Cathy Croke made a motion to take a 10-minute recess. W. Dale Helm seconded the motion. All in favor. Motion carried.

RECESSED: 11:40 A.M.

11:50 A.M.: Francis Schalk left meeting.

RECONVENED: 11:55 A.M.

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Robert Donner made a motion to bring the tabled hearing back on the table. Cathy Croke seconded the motion. All in favor. Motion carried. Robert & Janice Friedl – Tabled Variance request under Section 3-4.03(A) of the Adams County Zoning Ordinance and under Section 3.13(2) of the Adams County Shoreland Ordinance to construct a garage on an existing slab 24 feet instead of the required 63 feet from the center line of 3<sup>rd</sup> Court, on property located in Part of Government Lot #3, known as Lot #1, Williams Subdivision, Section 27, Township 15 North, Range 7 East, Town of Jackson, Adams County, Wisconsin. Robert Donner made a motion to grant the Variance request on the above- stated property, per the Findings of Fact and Conclusion of Law, which states that if the petitioner turns and moves the garage so a setback variance to 31' instead of the requested 24' would be granted and the driveway for the property would be located on the town road (3<sup>rd</sup> Court). Cathy Croke seconded the motion. Roll Call Vote: 5-Yes. Motion carried. The reason was because of the constraints of the lot and the structures on the lot. Ronald J. & Patricia B. Holtslander – Variance Request under Section 3-4.02(B) of the Adams County Zoning Ordinance and Section 3.3 of the Adams County Shoreland Protection Ordinance to construct a dwelling at an 8' setback to the side lot lines instead of the required 10' on property located in Pt of Gov't Lot 2, Section 14, Township 15 North, Range 7 East, Lot 20 of Jackson Assessor's Plat #1 at 3297 E. Parker Lake Road, Town of Jackson, Adams County, Wisconsin. Wilbur Fritz made a motion to grant the Variance Request on the above-stated property, per the Findings of Fact and Conclusion of Law. Robert Donner seconded the motion. Roll Call Vote: 5-Yes. Motion carried. The reason was because of the narrowness of the lot. Andrew J. & Richard Dammeir – Special Exception Request under Section 3.2 of the Adams County Shoreland Protection Ordinance to allow the installation of a mechanical chair lift within 75' of the Ordinary High Water Mark on property located in the SW ¼, SE ¼, Section 5, Township 18 North, Range 6 East, Tract 2, Lot 1 of CSM 3589 at 1148 Chicago Lane, Town of Preston, Adams County, Wisconsin. Robert Donner made a motion to grant the Special Exception Permit request on the above-described property, per the Findings of Fact and Conclusion of Law stating that if the petitioner or his heirs sells the property the

mechanical chairlift will be removed. W. Dale Helm seconded the motion. Roll Call Vote: 5-Yes. Motion carried. Stephen P. & Tracy D. Franken – Special Exception Request under Section 5.41(1) of the Adams County Shoreland Protection Ordinance to fill and grade on slopes of more than twenty percent on property located in the SW ¼, NW ¼, Section 16, Township 20 North, Range 6 East, Lot 4 of Pikestaff Addition to Lake Sherwood at 1094 N. Archers Way, Town of Rome, Adams County, Wisconsin. W. Dale Helm made a motion to grant the Special Exception Permit request for a walkout basement, on the above described property provided that the petitioner work with the Land and Water Conservation Department on their project. Cathy Croke seconded the motion. Roll Call Vote: 5-Yes. Motion carried.

**ADAMS COUNTY BOARD OF ADJUSTMENT  
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**The Board contemplates a site visit if necessary.**

**Phil McLaughlin presented the minutes of the March 15, 2006 meeting of the Adams County Board of Adjustment to the Board for review. Robert Donner made a motion to accept the minutes as presented. W. Dale Helm seconded the motion. All in favor. Motion carried.**

**The Board set the next monthly meeting date for the Adams County Board of Adjustment as follows: Wednesday, June 21, 2006 at 9:30 A.M. in Room A260. An alternated meeting date was not set at this meeting.**

**Correspondence: None.**

**Wayne Kaye made a motion to adjourn until Wednesday, June 21, 2006 for the next monthly meeting of the Adams County Board of Adjustment. Cathy Croke seconded the motion. All in favor. Motion carried.**

**ADJOURNED: 1:15 P.M.**

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**Ivan Morrow, Chairman**

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**Robert Donner**

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**Wayne Kaye, Vice- Chairman**

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**Wilbur Fritz**

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**Cathy Croke, Secretary**

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**W. Dale Helm**

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**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**



## ADAMS COUNTY BOARD OF ADJUSTMENT

MEETING: June 21, 2006

9:30 A.M. -- COURTHOUSE

Room A260 - FRIENDSHIP, WI

On Wednesday, June 21, 2006, at 9:30 A.M. the Adams County Board of Adjustment was called to order with the following members present: Ivan Morrow; Chairman Cathy Croke, Secretary; Dale Helm; Wilbur Fritz; Robert Donner; and Wayne Kaye, Vice-Chairman. Others present were: Phil McLaughlin, Zoning Administrator, and Diane Kopitzke, Recording Secretary.

Public Hearings were conducted for the following: Threebs Investments, LLC. – Special Exception Permit request under Section 5.4 of the Adams County Shoreland Protection Ordinance to grade in a shoreland area to excavate a flat area by the existing seawall on property located at 1098 W. Queensway, known as Lot 24, Canterbury Addition to Lake Sherwood, in the SE 1/4, SE 1/4, Section 17, Township 20 North, Range 6 East, Town of Rome, Adams County, Wisconsin. Robert Donner made a motion to grant the request provided the petitioner work with the Land and Water Conservation Department and that delta lock or a similar product is used instead of a rock retaining wall to minimize the visual impact of the property. Cathy Croke seconded the motion. Roll Call Vote: 5-Yes. Motion carried. Note: There was no existing seawall, the applicant was referring to riprap. Steven C. & Karen J. Smart – Special Exception Permit request under Section 5.41 to excavate in a shoreland area for a walkout basement on property located at 865 19<sup>th</sup> Drive, known as Lot #46, Tall Timber Addition to Petenwell Pines, in the NW 1/4, SE 1/4, Section 7, Township 19 North, Range 5 East, Town of Monroe, Adams County, Wisconsin. Robert Donner made a motion to grant the Special Exception Permit request provided the petitioner work with the Land and Water Conservation Department, utilize a delta lock or similar product to stabilize the excavated area, and the bottom cut should be level and the beginning of the cut should be a minimum of 10 feet from the south property line. Wayne Kaye seconded the motion. Roll Call Vote: 5-Yes. Motion carried. Dennis & Brenda DePriest – Special Exception Permit request under Section 3-3.03 of the Adams County Zoning Ordinance to construct an accessory building before the principal dwelling on property known as Lot #4, Eyeful Acres, in the NE 1/4, NW 1/4, Section 4, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin. **(Please note: This property is also located in a Recreational/Residential District of the Adams County Shoreland Protection Ordinance).** Wayne Kaye made a motion to grant the Special Exception request on the above-described property provided that the request is for a 12'X30' accessory building, with no concrete foundation and that it is not used for human habitation. W. Dale Helm seconded the motion. Roll Call Vote: 5-Yes. Motion carried. George & Patricia Booth – Special Exception Permit request under section 5-6.03(A) of the Adams County Zoning Ordinance to place a 16'X80' single wide manufactured home in an R-1 District on a lot created after adoption by the town on property known as Lot #1, C.S.M. #4688, in the W 1/2, NE 1/4, NE 1/4 of Section 4, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin. W. Dale

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Helm made a motion to grant the Special Exception Permit request for the 2006 16'X60' single wide manufactured home on the above-stated property, provided all applicable permits are obtained and setbacks complied with. Robert Donner seconded the motion. Roll Call Vote: 5-Yes. Motion carried. Bradford & Roseann E. Murphy – Variance request under Section 3-4.03 of the Adams county Zoning Ordinance to construct a garage closer than the required setbacks on property located at 3301 First Drive, known as Lot #1, C.S.M. #3514, in Part of the SW 1/4, SE 1/4 of Section 13 and Part of Government Lot #6 of Section 24,

Township 15 North, Range 7 East, Town of Jackson, Adams County, Wisconsin. **(Please note: The S ½ of the parcel is wetlands).** Wayne Kaye made a motion to table the request until a site visit could be conducted to view the site. Robert Donner seconded the motion. Roll Call Vote: 5-Yes. Motion carried. Barbara Gfesser – Special Exception Permit request under Section 5.41 of the Adams County Shoreland Protection Ordinance to install a boat ramp in a shoreland area on property located at 3785 State Highway 13, in the S1/2, SW 1/4, Section 8, Township 14 North, Range 6 East, Town of Dell Prairie, Adams County, Wisconsin. **(Please note: This property is located in an A-1 Exclusive Agricultural District of the Adams County Zoning Ordinance and a Flood Fringe and Floodway District of the Adams County Floodplain Ordinance).** Wayne Kaye made a motion to grant the request provided the petitioner follows the standards listed in the Adams County Floodplain Ordinance and that no hazardous or buoyant materials are stored down at the boat ramp. W. Dale Helm seconded the motion. Roll Call Vote: 5-Yes. Motion carried.

**The Board contemplates a site visit if necessary.**

**Phil McLaughlin presented the minutes of the June 21, 2006 meeting of the Adams County Board of Adjustment to the Board for review. Wayne Kaye made a motion to accept the minutes as presented. W. Dale Helm seconded the motion. All in favor. Motion carried.**

**The Board set the next monthly meeting date for the Adams County Board of Adjustment as follows: July 18, 2006 at 8:00 A.M. for a site visit at the Brad and Roseann Murphy property and July 18, 2006 at 9:30 A.M. in Room A260 for the business portion of the meeting. An alternate meeting date was not set at this meeting.**

**Correspondence: None.**

**Wayne Kaye made a motion to adjourn until Tuesday, July 18, 2006 for the next monthly meeting of the Adams County Board of Adjustment. Cathy Croke seconded the motion. All in favor. Motion carried.**

**ADAMS COUNTY BOARD OF ADJUSTMENT  
MONTHLY MEETING: JUNE 21, 2006  
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**ADJOURNED: 11:59 A.M.**

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**Ivan Morrow, Chairman**

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**Robert Donner**

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**Wayne Kaye, Vice- Chairman**

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**Wilbur Fritz**

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**Cathy Croke, Secretary**

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**W. Dale Helm**

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**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

CENTRAL WISCONSIN COMMUNITY ACTION COUNCIL, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
BOARD MEETING

April 26, 2006

PRESENT: Bill Gomoll, Dennis Gorder, Cheryl Boehmke, Ross Swinehart, John Stevenson, Jan Bostad, Barbara Chesney, Barry Pufahl, John Atkinson, Scott Beard, Terri Respalje, Joe Garvin, James Layman, David Frohling, Joan Koscal, Joan Fordham, Eleanore Owen, Nancy O'Donnell, and John Earl

EXCUSED ABSENCE: Robert Dixon, Cindy Loken, Muriel Harper, and John Earl

UNEXCUSED ABSENCE: Carmen Granados, Evans Littlegeorge, Paul Tadda, and Christine Romano

STAFF: Fred Hebert, Joan Frega, Craig Gaetzke, Kari Sugden, Lisa Williams, Susan Tucker, and Peggi Perrone

GUESTS: Sheryl Albers, John Trumberg, Rhonda Siebecker, and Donna Lynch

Date of Minutes: May 31, 2006

In the absence of John Earl, John Alt called the meeting to order at 2: 10 p.m.

The Pledge of Allegiance was recited by all members present.

Joan Frega took the roll call. 20 members were present constituting a quorum.

John Alt asked for approval to deviate from the agenda and move the Executive Committee Report to follow President's Comments. Motion to deviate from the agenda was made by Dennis Gorder and seconded by Bill Gomoll. Passed unanimously. MOTION CARRIED.

The agenda was adopted by motion from Dennis Gorder and seconded by John Atkinson.

Passed unanimously. MOTION CARRIED.

Motion was made by Dennis Gorder to approve the minutes of February 22, 2006. Seconded by Bill Gomoll.

No corrections were noted. Passed unanimously. MOTION CARRIED.

John introduced the staff and *guests* present, John Trumberg (Columbia County Board Supervisor), Donna Lynch, Rhonda Siebecker (Managing Editor Juneau County Star Times), Representative Sheryl Albers, staff members present were Peggi Perrone, Susan Tucker, Karl Sugden, Lisa Williams, and Craig Gaetzke.

Sheryl Albers spoke on several issues currently being debated in her district. She also spoke of the safeguarding initiative she is trying to pass into law regarding the Predator Protection Act to safeguard the residents in Juneau County and the surrounding area concerning the two prisons in Mauston and New Lisbon.

Fred Hebert presented Sheryl Albers with an engraved clock expressing our appreciation for all the support she has given Community Action over the years.

John Alt introduced Patty Brogan, Social Worker and Executive Director of Bridges for Youth from Adams County, as a new board member. Motion was made by Dennis Gorder to approve Patty Brogan as a new board member. Seconded by Ross Swinehart. Passed unanimously.

MOTION CARRIED.

PRESIDENTS COMMENTS

∴ John asked Fred for an update on John Earl's condition. Fred commented that John Earl was having some health problems, but is doing well and hopes to be back in 3-4 weeks. The Executive Committee would like to propose a change in the interest groups representing the board from Sank County to accommodate John Earl. Therefore, John Alt will give the Executive Meeting Minutes now.

EXECUTIVE COMMITTEE REPORT

∴ John Alt gave the Executive Committee Meeting Report of March 24, 2006.

∴ A personnel issue was discussed. This related to an employee discharge for misconduct, violations of our Personnel Policy, Chapter VII- Employee Conduct.

∴ The Economic Development Grant project award from the Department of Health and Human Services was discussed at length. There is concern expressed by Juneau County residents relating to the propriety of CWCAC's action and reactions. Assurance was reestablished that allocations and discussions concluded and made by the Executive Director are always and without exception, made in the best interests of the agency; its Board, employees, programs, and service recipients. Our intent is not to defend our decisions, but provide rationale for our course and courses of action.

∴ The committee reviewed our board member composition and the required representation groups. To assure continuity and appropriate "Interest Groups" being represented, the committee is recommending by unanimous vote, changing one of the represented groups from Sauk County to be representing "Affordable Housing and Senior Services". Discussion followed.

∴ Other agenda items were postponed until the next Executive Committee Meeting on April 21, 2006 at 2:00 p.m.

Motion to accept the Executive Committee Report, which also approves the Interest Group designation change for Sauk County of Affordable Housing & Senior Services, was made by Bill Gomoll. Seconded by John Stevenson. Passed unanimously. **MOTION CARRIED.**

Cheryl Boehmke commented that reviewing Interest Groups should be done on a regular basis for any changes that need to be addressed in the future.

Motion was made by Bill Gomoll to have John Earl continue as a board member. Seconded by Barry Pufahl. Passed unanimously. **MOTION CARRIED.**

Fred gave recognition to Peggi Perone for her years of devoted service to the agency. He presented her with an appreciation plaque. Peggy had a few farewell words.

Fred also recognized our long standing board member, Dennis Gorder, who has completed his ten year term on the board. Dennis was also presented with a plaque of recognition in appreciation for his ten years of service as a dedicated board member of CWCAC, Inc. Dennis had a few farewell words, and vowed to keep in touch.

There was no formal motion to approve the Executive Committee Report of March 24, 2006.

A lunch break followed for the annual luncheon.

#### **ELECTION OF OFFICERS**

∴ A listing of nominees for the four board officer positions was passed to all. Several nominated members withdrew from the list for election; they were Joan Koscal and James Layman for Vice President Jan Bostad, Barry Pufahl, Cheryl Boehmke, and Barb Chesney for Secretary and Dave Frohling, Barry Pufahl and Nancy O'Donnell for Treasurer. John read the list of standing nominees and called for any other nominations from the floor. There were no additional nominations. The ballot was closed.

∴ Craig Gaetzke (CWCAC) and Karl Sugden (CWCAC) were assigned to distribute, collect and count the ballots.

∴ With no opposing nominees, a motion was made by Joan Fordham to approve election of John Alt as Board President. Seconded by Dave Frohling. Passed unanimously. **MOTION CARRIED.**

∴ Nominees for Vice President were John Earl and Dave Frohling. Ballots were distributed, collected and counted; it was a tie vote. John Alt asked for a statement from the candidates. On behalf of John Earl, Fred expressed John Earl's approval to run for the Vice President's position. Dave Frohling expressed his desire to fill the position. Second round of ballots were distributed for Vice President, then collected and counted. Dave Frohling was elected to the position of Board Vice President.

∴ Nominees for Secretary were Joan Koscal and Muriel Harper. John Alt requested a statement from each nominee. Ballots were distributed, collected and counted. Joan Koscal was elected to the position of Board Secretary.

∴ Nominees for Treasurer were Joan Fordham and Muriel Harper. John Alt asked each nominee for a statement. Ballots were distributed, collected and counted. Joan Fordham was elected to the position of Board Treasurer.

## EXECUTIVE DIRECTOR'S REPORT

Fred complimented the managers and the wonderful job they do for the agency. He also reminded the board members that any important discussions or decisions that are made in the Executive Committee Meetings are always brought back to the full board for approval.

Fred commented that Joan will be leaving at the end of June and our search for a successor is still in progress. Fred informed the board of his trip to Washington, DC in early March to the National Community Action Foundation (NCAF) Conference. The elimination of CSBG funds next year in the President's proposed budget was a very important issue of discussion. Discussion continued.

Fred spoke of the letter that was received from Jim Barrett, Juneau County Board Chair, (as co- signer). Copies were also sent to all our board members. Fred felt that the letter was very critical of our agency. It was also sent to Senator Feingold, Representative Ron Kind, and Senator Kohl. The impression we received was that they were trying to sabotage the project. Fred further explained the issues involved in this project. Fred continued by explaining these issues in more detail. Discussion followed.

Fred distributed a copy of a letter we sent to Robert Hayward assuring him that we are conforming with the conditions of the contract for all to review. Within the letter was an invitation inviting the JCEDC Board of Directors to meet with our Board of Directors and MVP owners to clarify and hopefully resolve these issues. Discussion followed.

Motion was made by Barry Pufahl that the "Board of Directors of Central Wisconsin Community Action Council, Inc. endorse continuation of implementation of the federal economic development project awarded to our agency by the Department of Health & Human Services, Office of Community Services and that we will take all necessary steps and actions to conform to the conditions of the contract. The board will also be continually informed of every major activity that transpires and that it's imminent that our Executive Committee meet with the Executive Committee of Juneau County Economic Development Corporation to resolve any outstanding issues." Seconded by Ross Swinehart. passed unanimously. **MOTION CARRIED.** Motion was made by Dennis Gorder to approve the Executive Director's report. Seconded by Cheryl Boehmke. Passed unanimously. **MOTION CARRIED.**

## FINANCE COMMITTEE REPORT

Joan Koscal called the meeting to order. Revised agenda was adopted.

The 2005 draft audit results were discussed.

for CWCAC. Currently, there is an overall loss recorded of \$12,490. Jean Christenson will be here in June to discuss the audit in more detail with the CWCAC board.

Wipfli Young LLP has again performed the audit.

March 2006 financial results were discussed. Karl went through the balance sheet, revenue and expense statement and cash flow. A graph was also handed out showing the last two years of cash activity. There was additional discussion regarding the cash flow situation.

Financial report was accepted in committee.

A special finance committee meeting will be scheduled for May to go through audit results with auditor.

Meeting was adjourned.

Motion was made by Ross Swinehart to approve the Finance Committee report of April 26, 2006. Seconded by John Stevenson. Passed unanimously. **MOTION CARRIED.**

## BUILDING COMMITTEE REPORT

Bill Gomoll gave the report of April 21, 2006.

The agenda was unanimously approved.

The chair recognized the commitment and dedication of Mr. Dennis Gorder who served on the Building Committee for the past ten years. The committee then unanimously passed a motion of appreciation: "The Building Committee of CWCAC, Inc. recognizes the dedication and commitment by Dennis Gorder for his outstanding guidance, endurance, leadership, and humor while serving on the Building Committee".

Susan Tucker, Manager, Homeless Prevention/Intervention, and Family Preservation Unit, provided an update on her unit's activities. Her presentation included:

- . An article which appeared in the Portage Daily Register entitled "Making a Haven for the Homeless".

- . Activity on developing a shelter in Portage, "Friends of River Haven".

. Progress on Dells shelters.

. Brief account of homeless applications for services.

We have received an invitation from the City of Watertown requesting that CWCAC apply to administer their CDBG. The director will be making a presentation to the Watertown City Council on April 24, 2006.

The special project CDBG for the City of Elroy is in the planning stage. CWCAC needs to assume a more active role.

Funding is available by a competitive process for development of affordable rental housing similar to Pine Grove funding. Applications are due June 1st and we are considering either a 6 or 8 unit consisting of 3 & 2 bedrooms to be constructed on our Mauston property, which will need rezoning. The committee by unanimous vote passed the following motion: "Authorize the director to pursue rezoning of our property in Mauston to accommodate a multi-family unit; and to pursue grant funding for construction of the apartment building".

The committee questioned the number of projects that could be submitted for funding. This will be pursued.

Susan explained the program at our Colfax facility that will be co-located with the proposed project. Presently, there are four units designated as "transitional" for the HUD funded Homeless Program. She further explained the new scattered site concept and its implementation.

Susan also provided an update on Oakdale, our single family home located in Adams where a family has lived for about 1 year receiving Section "8" rental assistance.

We are in the process of contracting with Impact Seven to manage our Wyocena property, Wyona Lake Apartments. The requirements and scrutiny are more than we want to deal with, so in our best interest management will be contracted out.

There is no movement on the Beaver Dam St Michael's Grade School Building. We will continue to pursue.

The renovation at our office in Adams, the Tuttle Building, is now completed. Costs of renovation exceeded the originally approved \$15,000 by \$5,100. More extensive finishing was needed. This had been discussed with the chair of the Building Committee and timing was an issue. The Building Committee unanimously passed a motion approving the additional \$5,100 for the renovation. The building is now viewed as a professional office building, which has attracted a new tenant. Our outside revenues total \$1,000 per month.

The next Building Committee meeting is scheduled for May 19, 2006 at 10:30 a.m.

Motion was made by Barry Pufahl to approve the Building Committee Report of April 21, 2006. Seconded by Ross Swinehart. Passed unanimously. MOTION CARRIED.

#### PLANNING & MONITORING COMMITTEE REPORT

∴ Craig Gaetzke gave the report

∴ The meeting opened at 1:31 p.m. and attendance was taken. Four members were present constituting a quorum.

∴ The committee reviewed weatherization program services and performance by county. The agency has completed 147 of the required 223 homes. We need to weatherize 25 per month during April, May and June, but do not expect any problems meeting our contract requirements.

∴ The committee then discussed a suggestion that the full board meet only quarterly instead of every two months. The committee did not endorse the idea and did not recommend it's consideration by the full board.

It is already difficult staying informed of agency business with a 2-month gap between board meetings. To widen the interval to 3 months would be counter productive.

Meeting only quarterly would place too much decision making authority in the hands of the Executive Committee. Agency decisions would be made that the full board wouldn't even know about.

If a schedule change is to be considered, the board should think about reverting back to a monthly meeting.

∴ Jim Layman presented a motion which was seconded by Nancy O'Donnell, that the committee recommends the full board approve a By-Laws change renaming the Building Committee as the Building and Homeless Prevention Committee, and changing the scope of work of the current Building Committee to incorporate over site of the agency's Homeless Prevention and Intervention Programs. Motion carried and the proposed By-Laws change will be presented to and voted by the full board at the June meeting.

∴ Next meeting was scheduled for June 28th.

∴ Meeting was adjourned.

∴ Motion made by Bill Gomoll to approve the Planning & Monitoring Committee Report of April 26, 2006.

Seconded by Jim Layman. Passed unanimously. MOTION CARRIED.

## **PERSONNEL COMMITTEE REPORT**

No quorum - no report

## **ETHICS COMMITTEE REPORT**

∴ No meetings- no report

## **HUNGER REDUCTION COMMITTEE**

Cheryl Boehmke, committee Secretary, gave the report of the April 26, 2006 meeting. Chairperson Joe Garvin called the meeting to order at 1 :00 p.m.

The Beaver Dam Food Pantry facility status is still uncertain. School leadership changed and the school location is no longer viable. The landlord at the current location continues to be inaccessible and the situation is still frustrating. All avenues are being explored to find a new location.

The Rio Food Pantry's future is still uncertain, but it is open on a month-to-month basis. Due to the needs of the 120 needy families being served, it will be kept open as long as fiscally possible. The local American Legion offered a potential location, but it was not handicapped accessible.

Ideas for increasing food donations and visibility were discussed: A.) Zinke's in Wisconsin Dells, a locally owned grocery store, is packaging bags of groceries valued at \$10 for people to buy to donate to the local pantry producing donations of a few bags a week. B.) There is an opportunity to acquire food when a truck overturns on the highway and the food needs to be picked up. If a pantry could develop an on call volunteer caravan system there might be food available from this source periodically. C.) The Waupun Pantry may participate in the Adopt-A- Highway clean Up program to increase visibility.

A statistical report showing households served and pounds of commodities received monthly was developed by Lisa and discussed by the group. It will be distributed to the Board at each meeting. We requested that donated pounds of food be added to the report and thanked Lisa for this important information.

Pantry registration forms were reviewed with the understanding that the personal eligibility information on clients should be verified annually.

The next featured pantry report to be distributed to the Board will be for Waupun provided by Terri Respalje. The meeting was adjourned at about 1:59 p.m.

The next committee meeting will be at 1:00 p.m. on June 28, 2006.

Reports were distributed containing Households Served by County and Households Served by Individual Food Pantry. Discussion followed.

Motion was made by Bill Gomoll to approve the Hunger Reduction Committee Report of April 26, 2006.

Seconded by Dave Frohling. Passed unanimously. **MOTION CARRIED.**

**OLD BUSINESS:** None

**NEW BUSINESS:**

∴ Joan announced that new board members will be receiving their board books by the next meeting, and updated information will also be sent to all existing board members to update their board books.

## **ANNOUNCEMENTS**

Fred announced that the 7th Annual 2006 Golf Outing will be held on June 15, 2006 at Trapper's Turn in the Dells.

## **ADJOURN**

∴ Motion was made by Bill Gomoll to adjourn until the next meeting on June 28, 2006 at 2:00 p.m. Seconded by John Severson. Passed unanimously. **MOTION CARRIED.**

## **Department Head Minutes**

June 22, 2006 – 8:15 a.m.

Courthouse Conf. Room A260

*Please share these minutes with your staff.*

**Department Heads Present:** Eric- Furtkamp – Health & Human Services, Phil McLaughlin – Planning & Zoning, Cindy Phillippi – County Clerk, Terry Warner – Register in Probate, Jane Grabarski – Emergency Management, Edie Felts-

Podoll – UW Extension, Myrna Diemert – Solid Waste, Ron Chamberlain – Highway, Roberta Sindelar – Sheriff, Fred Nickel – Parks, Kevin Kniess – Corporation Counsel/Personnel, Deb Barnes – Child Support, Chris Murphy – Land & Water, and John Keuler – Administrator.

**Others Present:** Marty Havlovic – Marquette County UW Extension, David July - Chief Deputy and Liz Hendricksen – Administrative Assistant.

**Short/Long Range Planning.** Marty Havlovic was present and discussed with Department Heads how the planning sessions will be conducted. July 25<sup>th</sup> Marty will meet with Supervisors only, to set goals for the future. This is being done to get everyone thinking about what is happening in Adams County and what needs to be done in response to the changes, and to plan for the future. The planning session will be 3 ½ - 4 hours in length. The goal for Department Heads is to have the County Board approve short and long term goals so Department Heads can follow the recommendations. The assignment is as follows: **Department Heads at the next Committee meeting need to talk with their Committee about the future needs or changes in their Department, in an effort to make Supervisors aware of items that will be coming or need to be addressed in the future.** After the County Board meets on July 25<sup>th</sup>, a meeting will be held with the Department Heads to identify issues each Department has and see if the issues are unique to the Department or if other Departments will be affected by the same issues. This process should help to improve communication and get everyone working together and will provide Supervisors the opportunity to focus on issues facing the County today and in the future without having to act on an issue right away. This will be called Adams County's 20/20 session, meaning it will provide a clear vision for the future. It was explained that all Department Heads would receive the same materials that the Supervisors receive. **The Department Heads meeting for their planning session will be held on Thursday, August 3<sup>rd</sup> at 8:15 a.m. Each Department will give a short 15-minute presentation on the goals, both short and long range, that affect their Department. If a Department Head can't make it, they need to notify the Administrator in advance as soon as possible, and provide a written report of their goals.**

**2007 Budget Process.** John passed out the budget timeline that was presented to the County Board and reviewed it with the Department Heads. John explained some of the changes to the budget process for this year. New positions will be included in the budget, but because a new position is requested in the budget process does not mean that it won't be removed in the budget process. The Position Authorization Request Form will be distributed June 26<sup>th</sup> and will be due back July 21<sup>st</sup>. This is an attempt to not request new positions mid year and have to take money from the General Fund to fund new positions. All computer related purchases – software, hardware, maintenance – will be budgeted by the MIS Department, and Dawn will be distributing the forms for those requests.

All other Budget Worksheets will be distributed on July 21<sup>st</sup> and will be due back on September 6<sup>th</sup>. If a Department does not turn in the budget worksheets by the deadline, they will not need to do so, as John will complete the budget for the Department. The reason for this is that John needs to see the entire budget to know what adjustments need to be made with the budget restrictions that are in place by the State. The forms will all be in excel and will need to be returned in excel, no exceptions. It was explained that after the budgets are turned in, Cindy and John will meet with each Department to review their budget, and then the Administrative & Finance Committee will review the budget proposed by John. If there are any questions or changes to a Department's budget, the Department Head will be notified. Once a Department presents their budget to John, if the Department's Home Committee recommends a change, the Department Head is responsible for notifying John as soon as possible in order to consider the recommendation. If the Home Committee makes a change, the Home Committee is requested to indicate where the money would come from to put something in the budget.

The budgets will be broken down in more detail this year, in an attempt for everyone to look at the budget and know what the money is being budgeted for. Cindy Phillippi and John have already begun this process, and Departments will find more detailed line items on their budget this year, including the breakdown of the wages to full time, part time, seasonal, etc. The wages will be pre-calculated for the Departments. There will also be no OPS line items in the budget, the monies put in these accounts in the past need to be budgeted accurately in various line items.

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The budget is going to be tight and everyone needs to contribute to budget creatively and conservatively. It is asked that everyone, including employees, help to come up with ideas to improve the spending practices, this includes ideas for being more efficient, and saving the County money, in an attempt to avoid the County having to consider layoffs. John explained that Departments need to look at the programs and services provided very closely and scrutinize the services provided and determine what level of service needs to be provided. If you are under a mandate, consider the level at which you are providing the state or federal mandate, and we may need to cut back in these areas. Departments need to look at the fees for service that are being charged and see if we are in line with other Counties and consider any increases that are necessary to generate revenues.

**Update on County Board Meeting.** A tour of the jail was given to the County Board Supervisors, as a space needs study is being proposed for the Sheriff's Department facilities. The Wayside discussion was tabled until there was further



information from all parties. The actions, that were approved by the Public Works Committee, in response to the recommendations proposed by Virchow Krause for the Highway Study was proposed and adopted by the County Board. A financial report was given by the County Clerk, and the General Fund has funds below 10% of the operating expenses, which it is recommended to be between 15 – 20% of the operating expenses on hand in the General Fund. John asked the County Clerk to provide the Department Heads with a copy of the report. The resolutions were adopted, including a public participation policy that is to be used at County Board and all Committee meetings. It was asked that the County Clerk also provide all Departments with a copy of this. There was also a resolution to clarify some areas of the Rules of the Board. All Ordinances were enacted.

**Worker's Compensation & Return to Work.** Kevin explained that the timeliness of the claims processing has been very good lately. Any injury to an employee, no matter how minor, needs to be completed on the appropriate form "First Report of Injury or Disease" which is a State approved form. This is available electronically, and should be completed as such and returned within 24 hours of an injury to the Corporation Counsel/Personnel Office. (Those Departments that have 24 hour operations and are open on the weekend, can turn in the forms first thing on Monday morning) Anything medical related, i.e. form or bill, should not be accepted by any Department Head, it shall be given to the Corporation Counsel/Personnel Office directly. Department Heads are directed not to look at this, to avoid any HIPPA violations. This includes any Return to Work forms, these need to be given directly to the Corporation Counsel/Personnel Office, if there is no one available in the Office at the time, the form then needs to be given to the Administrator's Office. No Department Head should clear an employee to come back to work without the authorization from the Corporation Counsel/Personnel Office, nor should they collect any of the forms or paperwork related to the Return to Work. If an employee would like, the Doctor's Office can have the paperwork faxed to the Corporation Counsel/Personnel Office directly. Employees should notify the Department Head prior to this happening.

**Copies of Contract.** All copies of contracts need to be given to the Corporation Counsel/Personnel Office immediately. If there is any question on a contract, contact Kevin directly at ext 292.

**Open Records Requests.** All open records requests need to go through the Corporation Counsel/Personnel Office, no exceptions! Due to recent issues and abuses by outside legal counsel the County need to be careful how it complies with Open Records requests. There are certain statutes and cases, which outline what is and isn't required to be disclosed. Next month, Kevin will provide more specific guidelines regarding this, as there were several questions. **All** tapes of any meetings need to be given to the Corporation Counsel/Personnel Office asap!

**Training.** Currently John and Kevin are reviewing training sessions for managers to be conducted this year. Information will be provided once it has been collected regarding the training session options.

**Employee Assistance Program.** The new benefit for the employee assistance program (EAP) will be offered starting July 1<sup>st</sup>. There is a toll free number that can be accessed 24 hours a day, 7 days a week by any employee or their family member. There is also a website that is accessible at [www.eapadvantage.com](http://www.eapadvantage.com) (password: PLUS), this is available now and has a wealth of information, specifically documentation regarding a wide variety of personal problems, and even has a link to email a counselor directly regarding needing assistance. Anyone over the age of 16 is permitted to call, anyone under the age of 16 will need to have one of the following occur: parent and child come in for a session together, parent comes in on behalf of the child, or child has an initial assessment and then they are referred out to a counselor/therapist. The EAP has assistance available for a variety of problems including stress management, addiction, financial consultation, elder/child care, and legal consultation to name a few. There are times when employees may be referred outside of the EAP, at that point the employee will be notified and given the option of selecting a provider, typically covered by insurance depending on the problem and provider. There are some services that may have a minimal fee, i.e. continued 6/22/06 Department Head Minutes 2

legal services, but the employee or their family member will be notified prior to receiving any referral to a service that would have a fee. The financial services offered are for example budgeting or credit review. There are also debt consolidation services that are offered but these would be for a small fee, for instance a \$25 administrative fee. The employee is notified up front of the fee and they are given the option to decline the service if they don't want to pay for the services. Employees and their immediate family members are covered for 6 in-person sessions per problem. Additional information including brochures, wallet cards, and fliers will be available and distributed after July 1<sup>st</sup>.

**Thanks to Deb Barnes for bringing treats this month!!**

**Round Robin.**

- Emergency Management – accepting applications for a Hazmat Chief.
- Sheriff – there was a questionable death in the County but the Community is not in danger. There was also a recent drug bust that occurred in the County.
- Health & Human Services – Clinical Services Manager starting on Monday.
- Register in Probate – An internal review was conducted by the Court System, the results were very good.
- Extension – Summer Intern, David Olson, starting work on the trail project.

- Land & Water – working on a technical review protocol that will be able to be adopted for future project such as the Van Kuren Trail.
- Highway – Seal Coating of Co. Rd B starts on Monday the 26<sup>th</sup>
- Child Support – will be purchasing new laser printers for the Office, three old printers will be given to MIS, if anyone is interested contact MIS, these are still in working condition.

The next meeting will be July 27, at 10:00 a.m. at one of the County Parks, with Fred Nickel providing treats.

**If you want information to be included in an agenda concerning a subject you will be discussing at these meetings, please forward the information to Liz Hendricksen, Administrative Assistant by email.**

" Believe BIG! The size of your success is determined by the size of your belief. Think little goals; expect little achievement. Think BIG goals and win BIG success. Whatever you focus on grows."

~ Author Unknown

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**GOLDEN SANDS RESOURCE CONSERVATION & DEVELOPMENT COUNCIL, INC.**  
**Regular Business/Executive Committee Minutes**  
**May 18, 2006**  
**Charles M. White Public Library, Stevens Point, WI**

**Call to Order** - *Hugh O'Donnell, President called the meeting to order at 10:40 AM. Introductions followed.*

**Attendance** – *Hugh O'Donnell, Joe Piechowski, Amy Thorstenson, Bob Brilowski, Steve Bradley, Roy Diver, Bill Peterson, Jon Motquin, Merlin Becker, Ed Hernandez, Mark Wienkes, Al Barden, Don Peterson, Bill Ebert, Reesa Evans, Sharon Schwab, Tyrone Larson, Greg Lowe, Marv Wagner, and Jamie Phillis*

**Minutes Approval** – *Schwab made one correction to the minutes, under Committee Reports; Hammerstrom only has one m, Hamerstrom. Motion and second to approve the minutes with correction (Waushara Co./Waupaca Co.). Motion Carried*

**Treasurer's Report** -*Hugh O'Donnell presented the report. Motion and second to approve the report as presented (Barden/Waupaca Co.). Motion carried.*

**Finance Committee Report** – *O'Donnell reported the Finance Committee discussed the new DNR contract Golden Sands RC&D is entering into to begin payroll for eight new employees. A \$25,000 line of credit loan may need to be taken out to cover payroll. Ebert explained the DNR contract. The contract now is between the DNR and The Nature Conservancy (TNC) to employ 8-9 people housed in Madison working on the Natural Heritage Inventory (NHI) in Wisconsin. The contract will be reassigned to RC&D and will be effective July 3, 2006. The Council will take on 8-9 new employees, and will provide benefits, annual leave, and sick leave. The Council now only pays 50% of the self-only premium. All involved with the contract are aware that RC&D cannot match all the benefits these employees were previously receiving, such as, life insurance, vision, dental, short term disability, IRA, and flex accounts. RC&D can step up and offer good benefits to employees and their families by covering 75% of health insurance costs. RC&D staff was fact finding associated costs, payroll will go up from 4 to 20 people and will get more extensive with more administrative costs. The contract is worth two times more than the other grants combined. It will also increase audit and accountant fees. The State Association holds the RC&D Health Insurance. Vision, Dental, Life and Disability will need to be attached. On Tuesday, May 23, 2006 Bill Ebert and Amy Thorstenson will be at a meeting held in Madison to meet the new staff and discuss their options. TNC wants to convey to the employees what they are to expect by June 1<sup>st</sup>. We need to provide offer of employment letters to each employee by June 1<sup>st</sup> with follow-up by mid-June with benefits packages. Upfront costs include 3-month waiting period for Health Insurance, but they can get COBRA. TNC will pay for one month and RC&D will have to pay the other two. Thorstenson stated calculations on overhead are taking extra costs into consideration. We need to approve the new project and take action on contract and addendum. Thorstenson stated overhead factors in another person to do bookkeeping, as she will be full time on grants by October and we need someone to replace her part-time work. It is a possibility that each new employee on this contract will need a council*

*credit card for supplies. Piechowski suggested they use their own credit cards and we reimburse them. Thorstenson stated they travel frequently and would need to submit travel vouchers ahead of time. Evans stated they would not be able to get tax exemption for a non-profit if they do not use a council credit card. Piechowski stated they would need to send an itemized list and receipts for all purchases and charges. Thorstenson stated if they abuse the credit card they will need to reimburse us or we will take it out of their payroll. Piechowski suggested giving them tax-exempt cards that state they are doing business for Golden Sands RC&D Council Inc. with the tax-exempt number on them. Barden asked what sort of Retirement plan do these employees have now. Ebert replied they have a full 401K and we will offer a simple portable IRA and match 3% for each employee that wants it or 2% across the board whether they participate or not. Motion and second to take on the new project (Adams Co./Waupaca Co.). Motion Carried. Motion and second to approve the contract, amendment and addendum (Evans/Barden) Motion Carried. Motion and second to pursue a loan to handle interim costs (Adams Co./Waupaca Co.). Motion Carried.*

## **OLD BUSINESS**

**Wisconsin Association of RC&D's meeting Update** – The State Association is holding a meeting today, Thursday May 18, 2006 at the Rosholt Lions Camp during the Training Session. Town and Country was to be the annual host, but River Country volunteered to do the annual conference. The 2005 awards winners for State RC&D were Eunice Lawrence, Outstanding Council Member, Amy Thorstenson, Outstanding Project Assistant and Rene Lehman, Waupaca High School, Outstanding Youth Involvement. Each state forwards these winners on to the North Central RC&D, which includes 7 states. All three of our winners for the State won the North Central as well. Wisconsin swept the entire North Central RC&D awards. They will be presented at the National Conference in Savannah, Georgia in June. Thorstenson did some price checking for all 3 to attend the conference. The Wisconsin Association of RC&D Councils is finding money to help send them, approximately \$500. Treeshelters has had a great year so far and may be able to take some money from the project. The trip would cost approximately \$2,900. Thorstenson stated they are booked for the Wednesday evening banquet, but the awards are given at the meeting in the afternoon. She is asking the council if she may request reimbursement for the banquet and use the money for the three of them to have a nice dinner at a restaurant in Savannah. Motion and second to use banquet reimbursement money for dinner at a restaurant (Waupaca Co./Adams Co.) Motion Carried.

## **NEW BUSINESS**

**Election of Secretary and Treasurer** – It is requested that the new secretary take the minutes at the Council meetings. Treasurer would sign checks, make transfers, report at the meetings Treasurers Report and Finance Committee Meeting reports. Don Peterson has replaced Eunice Lawrence for Waupaca County. Office staff would prefer someone in Stevens Point be Treasurer to make check signing an easier event. Evans nominated Steve Bradley, but since he is an employee of Portage County there may be a conflict with check signing for Portage County. Would need to check with the County. Don Peterson nominated Bob Brilowski; he is willing to give it a try. Motion and second to nominate Bob Brilowski as Council Treasurer (Waupaca Co./Waushara Co.) Motion Carried. Motion and second to nominate Reesa Evans as Council Secretary (Waupaca Co./Juneau Co.) Motion Carried.

**New Committee Members** - No discussion.

**Discussion of NRCS support to RC&D** – NRCS may be cutting costs Statewide for office space rent. They want to cut payment for 1,087 square feet of office space to be effective October 1, 2006. The County requires 120 days notice for rental changes. The Council may need to share office space costs. NRCS will pay office space rent for Ebert, Council Staff (one person), volunteer(s) space and storage space. We can pull some out of overhead costs for rent. Nothing is confirmed yet.

**Resolution** – Request approval to seek a grant for Emmons Creek River Protection. Motion and second to pursue grant (Adams Co./Barden). Motion Carried.

**WEEB Grant Acceptance** – The grant has been approved and issued. Thorstenson stated the money is used for part-time position to help with invasives at Fern Island in Wausau. It will fund busing expenses for a field trip for area kids in Middle and High School. They will come one day and help clean up invasives at Fern Island. Another Community Clean Up Day will be held so the kids can bring their families and friends. Some sponsors include Master Gardner's and WWOA. It is an 18-month grant.

## **Committee Reports:**

**Water** – Bradley reported the Grazing Assistant has completed 13 plans with 1,100 acres this year, within Wood, Waupaca, Waushara, Juneau and Portage Counties. CWGCA held its Prairie Chicken Festival on Earth Day. There were approximately 50 people in attendance at the Buena Vista site, 111 at Hamerstrom and 110 at Mead.

**Forestry** –Lowe reported there are on-going projects that have grants pending, such as, the Portable Logging Bridges. Treeshelters had a big sale, which will bring a profit of \$7,775.89 to Golden Sands RC&D Council Inc. The Cottonville Fire Sign project is complete. The Oak Wilt project is looking for funding. Possible new projects are in the works for CWWP to be involved in an anchor chain rental program (need to do more research) and the continuous buckthorn problem.

**Wildlife** – None

**New Projects for Approval** – Marathon County Grazing Assistance: This project will assist with the development of 7 grazing plans with farmers in Marathon County and implement 7 management intensive grazing systems, which will result in improved natural resource management and protection. Friends of Mill Creek Fiscal Sponsorship: This project will assist this young river protection group with the legitimate, transparent handling of their donated (non-grant) income, until that assistance is no longer needed. Regional Aquatic Invasive Species (AIS) Specialist: This project will help ensure that people and water bodies in need of assistance to help stop the introduction or spread of AIS will get timely, accurate assistance. Motion and second to approve the new projects as presented (Waushara Co./Barden). Motion Carried.

**Funding Updates** – The Portage County AIS grant has been approved. There are several grants pending and the new grant applications are due in August.

**Other Project Updates** - *Adjustments need to be made to the employee handbook. The things that are crossed out are to be stricken from the policies and the underlined statements are to be added. Motion and second to approve the changes to the employee manual (Waupaca Co./Adams Co.). Motion Carried. (see attached)*

**Agency Reports** - Roy Diver reported that the NRCS Field Office in Wisconsin Rapids has been busy with EQIP, CREP, CRP and other program delivery.

**Other Reports** – None

Motion to adjourn. (Waupaca Co./Adams Co.) Carried. Meeting adjourned at 12:29 p.m.

Respectfully Submitted, *Jamie J. Phillis, Administrative Assistant*

#### **Golden Sands Resource Conservation & Development Council, Inc.**

Finance Committee Minutes

May 18, 2006

Charles M. White Public Library, Stevens Point, WI

**Call to Order:** O'Donnell called meeting to order at 8:50 AM.

**Attendance:** Hugh O'Donnell, Bill Ebert, Amy Thorstenson, Jamie Phillis

**Since there were not enough officers for a quorum, there will be discussion with no action.**

**Minutes Approval:** None

**Procedures and Most Efficient and Effective Management of Financial Transactions:** No discussion.

**Funding to Accomplish Financial Stability:** No discussion.

**Budget:** No discussion.

**Other Business:** With the new DNR contract we may need to take out a line of credit loan for \$20-25,000 to keep a high enough balance in our Money Market Savings account. For the new contract we need to front the money for payroll and then apply for reimbursements.

Our office space with Portage County costs \$12 per square foot per year. We have 725 square feet of office space and our storage space is 160 square feet, costing approximately \$600-700 per month. NRCS would pay for 150 square feet for the coordinator, 150 square feet for an executive director, 125 square feet for an administrative assistant, and 100 square feet of storage space. We would have 425 square feet of office space rent paid for by NRCS. The Council would have to cover the remaining 300 square feet, approximately \$300 per month. The Rural Development office may be looking for more space because they may have more people coming to work. The Council needs to look at factoring rent into the budget. We will need to check with the County to see what they say. The FSA office in Wisconsin Rapids may be closing and the employees would then be sent to the Stevens Point office.

**Next meeting:** July 20th at 8:45 am before the next Council meeting.

**Adjourn:** Adjourned 9:20 AM.

Respectfully Submitted,

*Jamie J. Phillis, Administrative Assistant*

**Golden Sands Resource Conservation & Development Council, Inc.  
Forestry Committee Minutes  
May 18, 2006  
Charles M. White Public Library, Stevens Point WI**

**Call to order:** The meeting was called to order by Greg Lowe at 9:40 a.m.

**Attendance:** Hugh O'Donnell, Merlin Becker, David Renner, Bill Peterson, Greg Lowe, Donald Peterson, Steve Gress, Al Barden, Mark Wienkes, Joe Piechowski and Jamie Phillis

**Approve Minutes:** Motion to approve (O'Donnell/Barden). Minutes approved with the following correction: meeting was called to order by Bruce Bushweiler, not Al Barden; update for Forest Demo Sites does not apply to that project; and under other business the Big Flats community lost approximately 3,410 acres to the fire, not 50,000 acres.

**Project Status Review:**

**Demonstration Forests:** DNR Forest Stewardship grant pending.

**Portable Logging Bridges:** DNR Forest Stewardship grant pending to buy 2 bridges, 15 and 20 feet. Gress stated a 15-foot bridge would have a minimal use. He suggested at least 20-24 foot.

**Permaculture Demo:** DATCP grant is pending.

**Cottonville Fire Sign:** The sign is in Big Flats at County C and 13. Project complete.

**Sustainable Multi-Resource Forest Management Asst II:** Steward Forester grant pending.

**Oak Wilt Awareness Program:** Don Kissinger has some money and we are trying to find more to put up billboards saying when to not prune oaks.

**Fern Island Exotic, Invasive Plant ID and Control:** WEEB grant has been accepted for \$13,000. There is a lot of woodland, garlic mustard and buckthorn. Trying to partner with local schools to organize a workday. The money will be used to get the students to the Island.

**Treeshelters:** Phillis reported one order brought in profit of \$7,775.89.

**Placemats:** Not much activity, few thousand placemats were sold.

**Grant Update:** See above reports.

**Other Business:** Thorstenson submitted e-mail correspondence she received from Michael Schuessler, Waupaca County Forester. He is requesting help in locating an anchor chain scarifier. It was suggested to invite him to the next Forestry meeting. Need background information on anchor scarifiers. Ask Thorstenson to request more information from Schuessler on exactly what he wants. The anchor chain will not get rid of exotics but will loosen them up. It was suggested asking the windshed, they may have one and could do the work.

Gress stated in Wood and Portage Counties buckthorn is taking over everything. Besides Aspen, what else will outgrow buckthorn? Something that will kill the buckthorn is needed. May need to be considered for a new project.

**Next Meeting:** 9:30 a.m. before the next Council meeting on July 20, 2006.

**Adjourn:** Motion and second to adjourn (Peterson/O'Donnell). Motion carried. Adjourned 10:30 a.m.

**GOLDEN SANDS RESOURCE CONSERVATION & DEVELOPMENT COUNCIL, INC.**

**Water Resources Committee Minutes**

**May 18, 2006**

**Charles M. White Public Library, Stevens Point, Wisconsin**

**Attendees:** Amy Thorstenson, Teal Fyksen, Jon Motquin, Reesa Evans, Sharon Schwab, Robert Brilowski, Ed Hernandez, Joe Peichowski, Steve Bradley, Mary Wagner, Bill Ebert

**MINUTES:** Approved (Peichowski/Brilowski).

**PROJECT UPDATES:**

**Grazing project update:** Fyksen handed out a written progress report for 2006. Grazing plans have been provided in Wood, Portage, Waupaca, Waushara, Adams and Juneau Counties. Copies of the report can be obtained from Teal Fyksen.

**Central WI Grassland Conservation Area Partnership:** Schwab handed out a written activity report. The inaugural Prairie Chicken Festival was held Saturday, April 22<sup>nd</sup> on Earth day. Approximately 300 people participated in activities at three different locations within central Wisconsin grasslands area.

**Adams County:** Evans is conducted well testing and is finishing up the last year of the lake study project. She informed the group about potential grant funding to train citizens to ID invasive species. The grant requires a 25% match and is available through the Invasive Plant Association.

**NC WI RPC:** John participated in the NE WI Stormwater Consortium and conducted reed canary grass mapping.

**Portage County:** Bradley reminded the Committee that "Creek Fest" is sponsored by the Friends of Mill Creek and will be held Saturday May 20<sup>th</sup> at Rusty's Backwater Saloon. Transportation will be provided for anyone canoeing Mill Creek. Other activities will be canoe lessons, stream ecology and live music. Thorstenson described the weevil-rearing project that will be funded by a DNR Aquatic Invasive Species grant. The DNR is facilitating work groups with the Village for the Friends of Little Plover River, consisting of irrigated ag, citizens and Friends. Ebert stated the Farm Fresh Atlas is 90% completed. There are 36 farmers signed up and more out there. The layout will be similar to the Atlas's produced by two other RC&D's. Six or seven non-farm retailers **seat** money for the ads. The grant would print 50,000 atlases. Groundwater Infiltrates County Schools Project, Andy Mattheis and Caitlin Carmody are working in Waushara and Waupaca Counties. We will get students back into schools in the fall. Bradley stated the Central Wisconsin Citizen Monitoring Project meeting discussed what counties are able to provide support, where their priorities are and how to find volunteer monitors. **Gages** are available for high priority streams. We need to utilize existing volunteer groups and possibly find new volunteers. The next meeting is Monday, May 22, 2006. Regarding Emmons Creek, Ebert stated RC&D was approached to help get a grant for continuing, expanding, monitoring, evaluating interaction, and protecting this coldwater fishery. Also, part of the grant is to incubate a "Friends" group. AIS Regional Aquatic Invasive Species Specialist, Ed Hernandez is to act as sponsor and Thorstenson is working to draft a budget.

**NEW PROJECTS:** Marathon County Grazing Assistance: This project will assist with the development of 7 grazing plans with farmers in Marathon County and implement 7 management intensive grazing systems, which will result in improved natural resource management and protection. Friends of Mill Creek Fiscal Sponsorship: This project will assist this young river protection group with the legitimate, transparent handling of their donated (non-grant) income, until that assistance is no longer needed. Regional Aquatic Invasive Species (AIS) Specialist: This project will help ensure that people and water



bodies in need of assistance to help stop the introduction or spread of AIS will get timely, accurate assistance. Approved (Evans/Brilowski)

**OTHER BUSINESS:** (None)

Moved to adjourn by Evans, second by Brilowski. Motion passed by voice vote, 10:30 am.

Respectfully submitted by Steve Bradley

## HEALTH & HUMAN SERVICES DEPARTMENT

108 East North Street

Friendship, Wisconsin 53934-9443

Telephone: 608-339-4505

Toll-Free: 888-830-3454

Facsimile: 608-339-4585

e-mail: [adamshhsd@co.adams.wi.us](mailto:adamshhsd@co.adams.wi.us)

web site: <http://www.co.adams.wi.gov>



### HEALTH & HUMAN SERVICES BOARD – Finance Subcommittee 9 June 2006 Meeting

**Call to Order and Roll Call** – The meeting of the Finance Subcommittee of the Adams County Health & Human Services Board was called to order at 8:30 A.M. in the Richard C. Holt Conference Room of the Health & Human Services building in Friendship. Those in attendance included Chairperson Joyce Kirslenlohr, Jerry Kotlowski, Pat Townsend, and Bev Ward. Also present were Wendy Pierce, Fiscal & Support Services Manager, and Eric G. Furtkamp, Ph.D., Director. Ron Johnson, Veteran's Services Officer, was present during the review of the Veteran's Services vouchers.

**Approval of Agenda and Compliance with Open Meetings Law** – A motion was made by Ms. Ward and seconded by Mr. Kotlowski to approve the agenda and certify compliance with the Open Meetings Law. Voice vote, all in favor. Motion Carried.

**Approval of Minutes of 12 May 2006 meeting.** A motion was made by Ms. Townsend and seconded by Ms. Ward to approve the minutes of the 12 May 2006 meeting. Voice vote, all in favor. Motion Carried.

**Public Participation and Correspondence** – None

**Review of Veteran's Services Vouchers and Financial Report** – The subcommittee reviewed the vouchers from the Veteran's Services Department, presented by Mr. Johnson. The subcommittee reviewed the Revenue/Expense report from the County Clerk's office for May 2006. A motion was made by Ms. Kotlowski and seconded by Ms. Townsend to approve the Veteran's Services vouchers and financial report. Voice vote, all in favor. Motion Carried.

**Review of Health & Human Services Vouchers** – The subcommittee reviewed vouchers from the Health & Human Services Department, presented by Wendy Pierce and Eric Furtkamp. A motion was made by Ms. Ward and seconded by Mr. Kotlowski to approve the vouchers (total \$386,494.45, including "Friday Checks") as presented. Voice vote, all in favor. Motion Carried.

**Approval of Health & Human Services Financial Reports** – The subcommittee reviewed the Revenue/Expense report from the County Clerk's office for May 2006 and a summary of the year to date payments per vendor. After discussion, a motion was made by Ms. Townsend and seconded by Ms. Ward to approve the Health & Human Services Financial Reports. Voice vote, all in favor. Motion Carried.

**Committee Discussion** – The subcommittee discussed including the following issues in future meetings: none.

**Confirm next meeting date** – 14 July 2006 at 8:30 A.M.

**Adjournment** – A motion was made by Mr. Kotlowski and seconded by Ms. Townsend to adjourn. Voice vote, all in favor. Motion Carried. Meeting adjourned at 10:00 A.M.

Respectfully Submitted

Eric G. Furtkamp, Ph.D.

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE HEALTH & HUMAN SERVICES BOARD.**

## HEALTH & HUMAN SERVICES DEPARTMENT

108 East North Street

Friendship, Wisconsin 53934-9443

Telephone: 608-339-4505

Toll-Free: 888-830-3454

Facsimile: 608-339-4585

e-mail: [adamshhsd@co.adams.wi.us](mailto:adamshhsd@co.adams.wi.us)

web site: <http://www.co.adams.wi.gov>



### HEALTH & HUMAN SERVICES BOARD

9 June 2006 Meeting

**Call to Order and Roll Call** – The meeting of the Adams County Health & Human Services Board was called to order at 10:30 A.M. in the Richard C. Holt Conference Room of the Health & Human Services building in Friendship. Those in attendance included Chairperson Bev Ward, Maureen Bruce, Matt Sherd, Joyce Kirslenlohr, Pat Townsend, and Teresa Harvey-Beversdorf. Committee member Jerry Kotlowski was excused. Agnes Weingarten and Dr. Hany Mikhaeel have tendered resignations.

**Staff Present** – Lisa Krizan, R.N., (representing Linda McFarlin, R.N., M.A., Health Officer), Carol Johnson, Aging Unit Director, Sandra Wormet, Economic Support Services Manager, Diane Osborn, Long Term Support Services Manager, Wendy Pierce, Fiscal and Support Services Manager, and Eric G. Furtkamp, Ph.D., Director. Ron Johnson, Veteran's Services Officer, was present for the Veteran's Services portion of the agenda.

**Others Present** – Mr. Kevin R. Kniess, Corporation Counsel was present from the beginning of the closed session through the adjournment of the meeting. Mr. Craig Gaetzke and Ms. Robin Skala, Central Wisconsin Community Action Council staff, were present after the return to open session.

**Approval of Agenda and Compliance with Open Meetings Law** – A motion was made by Ms. Kirslenlohr and seconded by Ms. Townsend to approve the agenda as published and to certify compliance with the Open Meetings Law. Voice vote, all in favor. Motion Carried.

**Approval of Minutes** – A motion was made by Ms. Townsend and seconded by Mr. Sherd to approve the minutes of the 11 May 2006 HHS Human Resource Subcommittee meeting and the 12 May 2006 HHS Board meeting. Voice vote, all in favor. Motion Carried.

**Public Participation** – None

**Correspondence** – None

**Veteran's Services** – *Approval of monthly Veteran's Services Officer's report, calendar, and Veteran's Services Financial Report.* Mr. Johnson presented the monthly service officer's report for May, and explained that all the cemeteries had been done in time for Memorial Day (but that flags have been repeatedly stolen from one cemetery). The Board reviewed Mr. Johnson's monthly calendar for June. Mr. Johnson reminded Board members that he would be on vacation next week. After discussion of all of the above items, a motion was made by Mr. Sherd and seconded by



Ms. Kirslenlohr to approve the Veteran's Services Officer's report and calendar. Voice vote, all in favor. Motion Carried.

Mr. Johnson announced that the grant funds had been received, and informed the Board members that carryover figures would be available next month from the County Clerk's office. He also discussed briefly a financial situation which require a resolution to appropriate funds later in the fiscal year. A motion was made by Ms. Kirslenlohr and seconded by Ms. Townsend to approve the May 2006 Veteran's Services Financial Report. Voice vote, all in favor. Motion Carried.

### **Health & Human Services**

*Review and approval of request for Limited Term Clerk-Receptionist.* Ms. Pierce described for the Board the need for a limited-term Clerk-Receptionist during the planned medical leave of one staff member. The request had been approved by the Corporation Counsel and County Administrator, per County policy. After brief discussion, a motion was made by Ms. Bruce and seconded by Ms. Harvey-Beversdorf to approve hiring a limited-term Clerk-Receptionist. Voice vote, all in favor. Motion Carried.

*Discussion of vacancies on Health & Human Services Board* – The Board discussed the resignations of Ms. Weingarten and Dr. Mikhaeel. After some discussion, it was the consensus of the Board that Ms. Bruce raise the issue of a replacement physician with Ms. Janet Brown, CEO of Moundview Memorial Hospital and Clinics, once the hospital and clinic were again fully staffed.

A replacement for Ms. Weingarten would need to be someone with “demonstrated interest or competence in the field of public health or community health” and “recognized ability and demonstrated interest in services for older individuals.” In discussing the expressions of interest when the Health & Human Services Board was formed originally in 2005, it was noted that there was one applicant who met both criteria. Board members also inquired whether the County Administrator had received any responses to the most recent round of solicitations. A motion was made by Ms. Townsend and seconded by Mr. Sherd to direct Dr. Furtkamp forward the applicable 2005 expression(s) of interest to the County Administrator and to contact the County Administrator to ask that he review the 2006 applications in his office and that he consider soliciting others who could represent both public/community health and older individuals. Voice vote, all in favor. Motion Carried.

**Purchase of Service Contracts** – None.

**Conference and Workshop Requests** – The Board reviewed the conference and workshop requests presented.

Ms. Johnson noted that the meeting for which she sought approval has been cancelled, and that she had withdrawn her request. A motion was made by Ms. Bruce and seconded by Ms. Townsend to approve the remaining conference and workshop attendance as presented.

- Karen Lindner, R.N. and Luan Jacobson, R.N. to Wisconsin Personal Services Association Summer Conference 2006 “The Time for Change Has Arrived”, in Wisconsin Dells on June 15 and 16, 2006 (\$150 registration each).
- Jill Helgeson and Mary Deane to Wisconsin Association of Benefit Specialists 21<sup>st</sup> Annual Conference in Wausau on June 22, 2006 (\$40 registration and \$20 meals each, \$62 lodging, \$133 mileage for driver).

Voice vote, all in favor. Motion Carried.

**Purchases** – A motion was made by Ms. Townsend and seconded by Mr. Sherd to purchase a Helmer laboratory refrigerator (Horizon Series Single Door Laboratory Refrigerator HLR120), with rollout basket, temperature chart recorder, and solid door, for a price of \$4,843.80 (including shipping), to be used for vaccine storage and paid with flu pandemic special grant. Ms. Krizan explained to the Board the need for the refrigerator, which will replace an old, donated machine, and the (state) requirements for storing and monitoring vaccines. Voice vote, all in favor. Motion Carried.

### **Unit, Advisory Committee, and Consortia Reports**

#### **♦ Aging & Long Term Support**

- *Aging Advisory Committee* – next meeting June 2006 (not yet scheduled).
- *Nutrition Advisory Committee* – next meeting 19 July 2006 in Adams.
- *Long Term Support Advisory Committee* – next meeting 20 July 2006.

- *Review of Written Report of the Aging Unit Director* – Ms. Johnson was present to review the contents of the written report previously distributed to the Board. Ms. Johnson distributed: a copy of a proclamation by Governor Doyle establishing June 2006 as Elderly Benefit Specialist Month; a National Council on Aging Action Alert regarding the (federal) appropriation for Older Americans Act programs to be considered by the House of Representatives in June, and a press release from the office of Governor Doyle regarding SeniorCare and Family Care. Ms. Johnson informed the Board that the flagpole and light have been installed, and that the local Leos would complete the gazebo on the south side of the Community Center by the end of June. Ms. Johnson described the initiation of a Call-Pal program, where one senior will call and regularly check on others living alone, using a calling card the Aging Unit has purchased from Kwik Trip. Finally, Ms. Johnson announced that a “runner” has been found to assist with home delivered meals from the Easton site.
- *Review of Written Report of the Long Term Support Services Manager* – Ms. Osborn was present to review a written report previously distributed to the Board. She informed the Board that Cardiopulmonary Resuscitation, First Aid, and defibrillator training had been completed for HHSD staff last week. Ms. Osborn also reported that an announcement is expected within the next couple weeks regarding awarding of funds to purchase vehicles under the federal elderly/handicapped transportation program (the HHSD has applied for funding for three vehicles).

#### ♦ Public Health

- *Review of Written Report of Health Officer* – Ms. Krizan reviewed the contents of the written report prepared by Linda McFarlin, Health Officer. She also discussed a toll-free number for reporting dead birds (crows, ravens, and blue jays) as suspected victims of West Nile virus.

#### ♦ Children & Family Services

- *Youth Services Advisory Committee (4-Cs)* – next meeting Fall 2006.
- *Mental Health/AODA Committee* – A meeting is not yet scheduled.
- *Review of Written Report of Youth Services Manager* – The Board reviewed a written report previously distributed by Ms. Stanley.
- *Review of Written Report of Clinical Services Manager* – The Board reviewed the May inpatient statistics prepared by clinic staff.

#### ♦ Economic Support

- *W-2 Steering Committee* – Ms. Wormet distributed minutes of the 10 May 2006 Adams County Vision Team meeting. The next meeting will be 14 June 2006.
- *PAW Consortium* – Ms. Wormet distributed minutes of the 22 May 2006 PAW W-2 Consortium meeting and 16 May 2006 PAW Job Center Management Team meeting to the Board. The PAW Consortium will meet again on 26 June 2006. The Job Center Management Team is scheduled to meet again on 20 June 2006.
- *Review of Written Report of Economic Support Services/W-2 Program Manager* – Ms. Wormet was present to review a report previously submitted to the Board. The issue of whether Mid-State Technical College will continue to allow an access point to the Job Net system is as yet unresolved.

#### ♦ Fiscal & Support

### **Subcommittee Reports**

- ♦ Finance Subcommittee – Ms. Kirsenlohr reported that the vouchers and financial reports of the HHSD had been reviewed and approved by the Finance Subcommittee.
- ♦ Human Resources Subcommittee – No meetings scheduled.
- ♦ Service Evaluation Subcommittee – Next meeting to be scheduled in the Fall of 2006.

### **Director's Report** – None

**Recess** – A motion was made by Mr. Sherd and seconded by Ms. Bruce to recess at 11:15 A.M. to await the arrival of the Corporation Counsel. Voice vote, all in favor. Motion Carried.

**Reconvene** – The Board reconvened at 11:24 A.M. Six members were present (Mr. Kotlowski was excused).

**Closed Session** – A motion was made by Ms. Townsend and seconded by Mr. Sherd to convene in closed session pursuant to §19.85(1)(e), Wisconsin Statutes, to deliberate or negotiate the purchase of public properties, and pursuant to §19.85(1)(g), Wisconsin Statutes, to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body

with respect to litigation in which it is or is likely to become involved. Roll Call vote, all in favor. Motion Carried.

**Open Session** – A motion was made by Ms. Bruce and seconded by Ms. Harvey-Beversdorf to convene in open session per §19.85(2), Wisconsin Statutes, to consider any action.

### **Health & Human Services**

*Discussion regarding lease of Friendship Connection (drop-in center) building.* Dr. Furtkamp described the situation regarding the lease for the Friendship Connection building. The drop-in center has been in operation of almost two years, funded in large part through the Mental Health Block Grant (MHBG). The building has been leased by the local NAMI (National Alliance for the Mentally Ill) chapter and successor, and an alternate lessee is being sought. PMB, Inc. (Bridges for Youth) has expressed a willingness to enter into a lease upon expiration of the present one in July, on condition that a formal commitment of MHBG funds be made. The other alternative discussed would involve the Health & Human Services Department assuming the lease. After discussion, Mr. Kniess advised the Board to allow PMB to enter into the lease and to consider an amendment to the present contract with PMB at the July HHS Board meeting. It was the consensus of the Board members to follow the advice of Mr. Kniess.

*Discussion and action on proposed revisions to Health & Human Services Board By-Laws.* This item was withdrawn from the agenda at the request of the Corporation Counsel.

*Discussion of Transit System Grant (Federal Section 5311 Operating Assistance grant).* Mr. Craig Gaetzke and Ms. Robin Skala of the Central Wisconsin Community Action Council (CWCAC) were present to discuss the Adams County Transit System, operated by CWCAC. Mr. Gaetzke described the history of the Adams County Transit System, which began as a W-2 program, Wheels to Work. As W-2 funding was reduced, in January 2003, CWCAC received a grant from Wisconsin Employment Transportation Assistance Program (WETAP) which paid half the cost of continuing Wheels to Work through June 2003 (the County paid the other half of the expenses). The WETAP grant, which is competitively bid, was again awarded to CWCAC through June 2004. In July 2004, CWCAC applied for and received a grant under Section 5311 (of Title 49, Transportation, U.S. Code). The Section 5311 grant, which is not competitive, pays up to 50% of the operating deficit for a mass transportation system in non-urban areas. In 2004, approximately \$30,000 of County funds was allocated for the program. In 2005, the operation of the system resulted in a cost of \$54,314 to the County. For 2006, \$60,000 has been allocated. At the present time, the system makes three trips per day (corresponding to three shifts), seven days per week, between Arkdale and Wisconsin Dells; one-way rides cost \$4.00, paid either by the rider or by the PAW W-2 Consortium on behalf of clients. Mr. Gaetzke presented ridership statistics for 2005 and 2006, including the number of one-way trips, source of revenue by number of trips, monthly expenses and revenues, and grant/county share of the cost. He also indicated that in March 2006, 17 different individuals used the system and that in April 2006, 16 different individuals used the system. For this fiscal year, ridership is up (from approximately 188 rides per month in 2005 to approximately 214.5 per month in 2006), and expenses were projected to be on, or slightly (approximately 4%) under, budget.

As in previous years, the application for the subsequent year's allocation is due in October, and CWCAC, through Mr. Gaetzke, sought guidance as to whether the County would continue the program and answered questions from Board members regarding potential cost for 2007. The County share of the operating deficit for 2007 is estimated to be approximately \$63,000, and Mr. Gaetzke asked the County to consider replacing one of the vehicles (a five passenger van with 235,000 miles), which is rapidly approaching the end of its useful life. The Section 5311 program also includes funding for rolling stock, with the grant paying 80% of the cost (like other federal programs, such as Section 85.21, elderly and disabled transportation). He estimated the County's cost to purchase a replacement vehicle (which the County would own) would be approximately \$7,000.

Board members discussed the value of the program and noted that it provided the only way to work for a number of present and former W-2 program clients. The Board also discussed ways of increasing publicity and ridership. Finally, the Board discussed the merits of various means of funding the program. It was the consensus of the members present that a resolution be prepared for consideration at the July HHS Board meeting asking for direct appropriation from the General Fund of \$70,000 to cover the County share of the operating deficit and the purchase of a replacement vehicle.

*Review and approval of resolution establishing Intake/Access Specialist positions within the Collective Bargaining Agreement between Adams County and the Professional Employees' Union, Local 1168, AFSCME, AFL-CIO.* Mr. Kniess described for the Board the rationale for the resolution to establish the Intake/Access Specialist positions within the new collective bargaining agreement. After brief discussion, a motion was made by Ms. Bruce and seconded by Ms. Townsend to approve the resolution establishing the position within the collective bargaining agreement and specifying the rate of pay, as drafted by Mr. Kniess. Voice vote, all in favor. Motion Carried.

**Committee Discussion** – Identification of other potential agenda items for future meetings. The Board identified the following issues: a resolution to continue financial support of the Adams County Transit System, action on a revision to the purchase of service contract with PMB, Inc. (Bridges for Youth), and consideration of revisions to HHSD By-Laws.

**Confirmation of Next Meeting Date** – Next regular meeting 14 July 2006 at 10:30 A.M.

**Adjournment** – A motion was made by Ms. Townsend and seconded by Ms. Bruce to adjourn at 1:10 P.M. Voice vote, all in favor. Motion Carried.

Respectfully Submitted,

Eric G. Furtkamp, Ph.D.  
Director

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE HEALTH & HUMAN SERVICES BOARD**

### **Health Insurance Study Committee Minutes**

June 6, 2006 - 9:30 a.m.

Courthouse Conference Room A260

Chairman Mike Keckeisen called the meeting to order. **Committee Members Present:** Dave Carlson – Sheriff, Connie Rogney – HHS, Mark Crump – Highway, Brenda Griffith – Sheriff, Kathie Dye – Clerk of Courts, Myrna Diemert – Solid Waste, Mary Ann Bays – Treasurer, Todd Stammen – Solid Waste, Cindy Phillippi – County Clerk, Rushell Moyer – HHS, Supervisor Mike Keckeisen and John Keuler - Administrator. **Others Present:** Jay Scott – Associated Financial Group (AFG) and Liz Hendricksen – Administrative Assistant.

The County Board adopted both the Life Insurance and Employee Assistance Program (EAP) resolutions. The EAP resolution was amended to include all employees. These changes will take affect July 1, 2006. The Committee discussed the education process for employees to be made aware of the new EAP option. Liz explained that educational materials including brochures, wallet cards and posters are in the process of being printed are should be available by the end of June for distribution. The Committee discussed providing the information to Union Representatives to discuss at Union meetings and Department Heads. It was discussed that it should be stressed that this is completely confidential. Jay explained that a utilization report will be created for the County annually, but only contains statistical type data, no individual employee information will be available to the County. The Committee questioned the name of the EAP provider, this information was not available at the time, and Liz will email the Committee with the name tomorrow.

County Health Assessments were discussed with the Executive Committee at their last meeting. Al had a conference call with the Committee to explain how the health assessments would be conducted, Mary Ann explained the story of her brother and how a health assessment would have benefited him. There were questions as to the cost, who it would be made available to, and how the costs would affect the County. It is being brought back to the Health Insurance Study Committee to determine if they want to continue with the recommendation for health assessments or do this at a later time. The Committee discussed the implementation and if this could be made mandatory. Jay explained ways that this could be made mandatory, i.e. make part of the eligibility provision of the health insurance. Jay explained that one County had a 10% co-pay of the premium if the employee wouldn't do the assessment and a 7½% co-pay of the premium if the employee completed the assessment, there was almost 100% participation. It was a benefit to the County, as it helps to reduce the long term health costs, while contributing much smaller claims than the employee going to the doctor and having the tests done, i.e. \$300 at the Doctor's Office versus \$40 for the health assessment. This also benefits the employee by finding out any potential health problems, these can be fixed or monitored prior to it becoming progressive if not fatal. The Committee came to a general consensus that it would be best to offer the health assessment and see what the utilization is for the first year and then reevaluate whether it would need to be mandatory. The Committee discussed that this would not be a direct cost to the County to pay for this, as it would be processed by a claim against the insurance for those that have insurance and would cost the County no money up front. It would be an indirect cost as the County has a self-funded plan. The Committee also discussed that part of the education on the health assessment included advising employees that they need to notify the doctor or send the results of the test directly to their regular doctor, as you don't want the regular doctor to order the same tests again. Jay mentioned that he has never done health assessments and not had at least one person that was directed to go to the Hospital immediately due to a serious health condition. Assuming 200 insured had the test at \$40 a test, it would cost the insurance plan \$8,000. **Motion** by Moyer, second by Diemert to recommend to the Executive Committee to move forward with the Health Assessments to be conducted by Dean/St. Mary's on a voluntary basis for employees for the first year, with this to be reviewed after the first year. It will be made available to all employees, and those with County WPS Insurance it will be covered 100% by the insurance, all other employees will be offered the assessment but the employee will have to pay for the assessment on their own. Motion carried unanimously.

The Committee discussed the option of bidding out the Third Party Administrator (TPA) duties. Jay recommended sending out an RFP for this. The things that could be improved on would include:

1. Fixed Costs could be reduced
2. Pharmacy Benefits Manager (PBM) could send discounts directly to the County not the TPA, as this is how it currently occurs with WPS getting the discounts not the County.
3. Network could be improved to get deeper discounts, i.e. Alliance which we tried to switch to previously but WPS would not allow the change.

The RFP would include all these things to see what could be saved. **Motion** by Moyer, second by Crump to have Associated Financial Group shop around for TPA providers for Adams County to see what the costs would be. Motion carried unanimously. The effective date would need to be January 1<sup>st</sup> for the plan. The Committee discussed dates to review the TPA options, and Jay recommended at the August meeting. Jay explained that this would be the same benefit plan but with network plan options available as the WPS network offered now is customized. The RFP will also include the transition costs, or the cost to clean out the accounts with WPS.

The Committee discussed whether or not to continue AFG's services for consulting on employee benefits. The Committee was in favor of continuing the services, and Jay stated that AFG would not ask for an increase in fees for the next contract period. **Motion** by Keckeisen, second by Crump to recommend to the Executive Committee to continue using Associated Financial Group as consultant for the employee benefits through December of 2007, with the same fees as the current contract, and the services to be re-evaluated in 2007. Motion carried unanimously. Jay stated that they would provide a savings analysis report. He wants everyone to be in agreement on the savings analysis before it would ever go to the Board or another

Committee to ensure what happened at the Board meeting earlier this year with AFG's numbers being discredited by a Committee member in front of the Board doesn't happen again. He will provide the savings analysis to Liz by June 19<sup>th</sup> and she will distribute it to the Committee members, who can then review it and address any questions prior to or at the next meeting to be held on June 28<sup>th</sup>.

The next Executive Committee meeting will be on July 10<sup>th</sup> at 9:00 a.m. and the Committee will present the health assessments and continuation of AFG's services at that time.

The next meeting will be held on June 28, 2006 at 9:30 a.m. in conference room A260. **If anyone cannot attend please notify the Administrator's Office in advance.** For the next meeting Associated Financial will have the following: discuss education options for EAP, review savings proposal from AFG.

If anyone would like an item added to the agenda, please contact the Administrator's Office at 339-4577.

Respectfully,

Liz Hendricksen  
Recording Secretary

### **Health Insurance Study Committee Minutes**

June 28, 2006 - 9:30 a.m.

Courthouse Conference Room A260

Chairman Mike Keckeisen called the meeting to order. **Committee Members Present:** Rushell Moyer – HHS, Connie Roney – HHS, Mark Crump – Highway, Dave Carlson – Sheriff, Brenda Griffith – Sheriff, Gary Wisbrocker – WPPA, Ron Chamberlain – Highway, Myrna Diemert – Solid Waste, Supervisor Jerry Kotlowski, Supervisor Mike Keckeisen and John Keuler - Administrator. **Others Present:** Jay Scott – Associated Financial Group (AFG) and Liz Hendricksen – Administrative Assistant.

**EAP (Employee Assistance Program) Education.** Liz handed out copies of the program summary guide and explained what the program offered and included. Sample letters to employees and their families was distributed, as well as a FAQ sheet that could possibly be used as part of the education process. A copy of the brochure and wallet cards were distributed, and a flier that was created to promote the EAP. Liz explained that Bensinger, Dupont and Associates also provided the County with a sample power point presentation that could be given to employees. The presentation may need to be modified to fit the needs of the instructor or audience. Liz explained that the effective date for the new EAP is Saturday, July 1<sup>st</sup>. It was discussed that the Department Heads could possibly go through the presentation with their employees, after first receiving the presentation themselves. The Committee also discussed having unions or union representatives give the presentation to employees. Jay reminded the Committee that when this is presented it should be presented as a benefit to employees, as that is what an EAP is, a benefit. It was discussed and determined that employees should sign off that they have received the brochure and wallet card. The Committee discussed the on-going promotion of the EAP, and John asked for volunteers to do this. Mark, Rushell and Connie volunteered to do this. It was decided that John would handle how the education should be conducted for employees.

**Associated Financial Savings Analysis.** A copy of the Associated Financial Group savings analysis was distributed to the Committee members and reviewed. Jay explained that these are conservative numbers, and will likely be higher. The workers' compensation savings were not included in the Moundview Memorial Hospital & Clinics savings as Jay is not sure where this is at with Wausau Insurance, as the Hospital was taking care of this. The stop loss savings was the amount saved by switching from the WPS renewal at \$50,000, to the new contract with Sun Life at \$75,000 limit. The mail order savings amount is not listed as they did not want to make any predictions at this point, but the good news was that there were 275 prescriptions in the first quarter. There will be savings, but the actual savings will be determined at the end of the year. The County saved approximately \$70,000 and with the employee savings there was a total of approximately \$84,000 in savings that will be realized.

The Committee had no concerns regarding the numbers that were presented.

**Resolutions.** Liz distributed copies of the Health Assessment resolution that was drafted as well as copies of the resolutions for the renewal of the Associated Financial Group contract, and a copy of the contract that was drafted. The Committee discussed the option of taking the money for the renewal contract from the Health Insurance funds, as the money saved would have been recognized in the insurance funds. There were questions regarding whether this could be done or not, it was determined that John would check with the auditor and if this was an option the resolution would be changed to take the money from the health insurance funds rather than the General Fund. **Motion** by Wisbrocker, second by Crump, to approve the use of the Health Insurance funds to pay for the consulting contract. Motion carried, 10 – yes, 1 abstaining - Rushell Moyer.

There was clarification on the dates in the resolution, Liz explained that Kevin had some minor changes to the resolutions also, but the resolutions should remain very similar to what was presented. The next 6/28/06 Health Ins. Study Committee Minutes 1

Executive Committee meeting will be on July 10<sup>th</sup> at 9:00 a.m. and the resolutions for the health assessments and renewal of Associated Financial Group's contract will be presented at that meeting.

Liz also distributed a copy of the beneficiary designation form for the life insurance. This is the form that will be used to designate the beneficiary for new employees, or any employees that want to change beneficiaries. Liz reminded the Committee that both the new life insurance and EAP benefits start Saturday, July 1<sup>st</sup>.

The next meeting will be held on August 8, 2006 at 9:30 a.m. **If anyone cannot attend please notify the Administrator's Office in advance.** For the next meeting Associated Financial will have the following: TPA (Third Party Administrator) RFP, PBM (Prescription Benefits Manager) RFP, and an EAP Update. Liz reminded the Committee that in the near future the Committee will need to determine what they want to do for the flex enrollment. This will be on the September agenda. If anyone would like an item added to the agenda, please contact the Administrator's Office at 339-4577.

Respectfully,

Liz Hendricksen

Recording Secretary

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## Adams County Library Board Minutes May 22, 2006

President Townsend called the meeting to order at 1:02 p.m. Present were Townsend, Kreten, Heideman, Director Calef, Renner, Bebris and Albrecht.

Bills were disseminated for review and initialing.

**Motion** to accept the May 1<sup>st</sup> meeting was made by Bebris, 2<sup>nd</sup> by Townsend and carried unanimously.

### **Financial Report:**

**Motion** to accept the Financial Report as mailed was made by Townsend, 2<sup>nd</sup> by Bebris and carried unanimously.

**Communications:**

1. Townsend's letter of resignation of her Library Board Presidency due to her election to the County Board. Townsend will remain as South Central Library representative.

Nominations were open for the President's position. Nelson was nominated. There were no further nominations. Nelson was elected to the position by unanimous vote.

Nelson thanked Townsend for all her hard work and dedication to the Adams County Library.

Discussed the vacancy of the Vice President's position. Election will be held at the June meeting.

**Director's Report:**

1. Circulation for April was 7220 compared to 7117 in 2005
2. Renee Julseth declined the part-time position. The position has been advertised in the paper and the application deadline is May 22<sup>nd</sup>. Director Calef will review applications today. Rachel Marti, our co-op student, is still working 4:00-7:00 p.m. Monday – Thursday and every Saturday from 10:00 a.m. to 2:00 p.m. which has helped!
3. Calef has an appointment with Nichole Fromm (SCLS) on June 1<sup>st</sup> to set parameters for the Telus software.
4. Calef contacted Jan Luther at State Collection Services. She will be sending a packet of information.
5. Summer Program fliers were disseminated and discussed. They will go out to all school children and a 15-minute video will be shown promoting the program.
6. PLAC meets June 1<sup>st</sup> & LINK June 8<sup>th</sup>. Judy & Stephanie attended an all-day workshop for support staff on May 16<sup>th</sup>. Judy reported it was somewhat disappointing. Calef attended the SCLS annual meeting May 17<sup>th</sup>. He attended the WAPL conference on May 4<sup>th</sup> and 5<sup>th</sup>. There was an excellent session on Wisconsin government websites and on Wisconsin library history.
7. The open house to spotlight the new children's books from the Libri foundation was not well attended – maybe 20 people. The Friends of the Library signed up a few new members and there were positive comments about the books.

**Review Adams County Library Policies:**

Page 4 letter D – changed \$12 to \$7 and \$7 to \$5.

Page 4 letter F – changed (F) to (E).

**Motion** to accept the policies as reviewed and revised was made by Heideman, 2<sup>nd</sup> by Kreten and carried unanimously.

**Review State Standards:**

**Discussed the Wisconsin Library Standards Document and plans to use the checklists in the future.**

**Discussed the service targets for the Adams County Library compared to state recommendations for areas of similar population. This information includes Staff FTE, Volumes Held, Periodicals Received, Hours Open, etc. Discussed Adams County Library's standing – Basic in most categories. (Categories stated: Basic, Moderate, Enhanced and Excellent) Discussed using this information for budget concerns and ways to improve our standing.**

**Motion to add South Central Library System as a permanent agenda item was made by Renner, 2<sup>nd</sup> by Kreten and carried unanimously.**

**Upcoming Items:**

1. Election to fill the vacant Vice President position
2. South Central Report



Friends of the Library are having a Brat Fry at the IGA on June 17<sup>th</sup> from 9:00-2:00 – help is most welcome.

Next meeting = June 26<sup>th</sup> at 1:00 p.m. at the Adams County Library  
Adjourned at 1:30 p.m.

Respectfully submitted by Barb Albrecht/Secretary

**ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE**

MEETING: June 7, 2006 at 9:00 A.M.

**ROOM A260 – COURTHOUSE  
FRIENDSHIP, WISCONSIN**

At 9:50 A.M. Al Sebastiani, Chairman, called the Adams County Planning and Development Committee meeting to order with the following members present: Robert Dixon, Vice-Chairman; Mike Keckeisen, Secretary; Richard Colby; Sylvia Breene; Fran Dehmlow and Glenn Licitar. Others present were: Phil McLaughlin, Zoning Administrator; Diane Kopitzke, Recording Secretary; Gregory Rhinehart, County Surveyor; Chris Murphy, Land & Water Conservation Department and Cynthia Loken, Chairperson, Adams County Board of Supervisors.

Public Hearings were held for the following. Wisconsin River Power Company/Van KurenTrails – Reconsideration of a Rezoning Request from a Conservancy District to a Recreational/Residential District of the Adams County Shoreland Protection Ordinance for residential use on a portion of property (55 acres) in Part of the NE 1/4, SE 1/4 and SE 1/4, SE 1/4, Section 36, Township 19 North, Range 4 East, and Part of the S 1/2, NW 1/4 and N1/2, SW 1/4 and S 1/2, SW 1/4, and SW 1/4, NE 1/4, and SE 1/4, NE 1/4, and NE 1/4. SE 1/4, and NW 1/4, SE 1/4 and SW 1/4. SE 1/4, Section 31, Township 19 North, Range 5 East, Town of Monroe, Adams County, Wisconsin. Fran Dehmlow made a motion to postpone this matter until input can be received from the petitioner, the Department of Natural Resources, the Town of Monroe, the Land & Water Conservation Department and the Planning and Zoning Department on how items #1-7, under Section 8.52 of the Adams County Shoreland Protection Ordinance are met. Mike Keckeisen seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

Mike Keckeisen made a motion to take a 10-minute break. Robert Dixon seconded the motion. All in favor. Motion carried.

RECESSED: 11:40 A.M.

RECONVENED: 11:50 A.M.

Brian A. Clayton –Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to allow the parcel to become conforming to construct a garage on property located at 1804 4<sup>th</sup> Drive, known as Lot #1, C.S.M. #264, in the NW 1/4, NE 1/4, Section 33, Township 18 North, Range 7 East, Town of Richfield, Adams County, Wisconsin. Richard Colby made a motion to recommend approval of the zoning change, on the above-described property, to the County Board for final action. Robert Dixon seconded the motion. Roll Call Vote: 7-Yes. Motion carried. Jeffrey & Barbara Tenpas – Rezoning Request from an A-1 Exclusive Agricultural District to an R-3 Mobile Home Residential District of the Adams County Zoning Ordinance and from a Conservancy District to a Recreational/Residential District of the Adams County Shoreland Protection Ordinance to allow residential use on property located at 878 Dyke Court, in the NW 1/4, NW 1/4, Section 35, Township 17 North, Range 6 East,

to the County Board for final action. Fran Dehmlo seconded the motion. Roll Call Vote: 7-Yes. Motion carried. The reason for recommending approval of the zoning change was because there was an existing dwelling on the property. Wilbur Bacon – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to split the 47.30 acre parcel into three lots for residential use on property located at 2848 State Highway 13, in the SW 1/4, NW 1/4 and the NW 1/4, SW 1/4, Section 29, Township 16 North, Range 6 East, Town of Easton, Adams County, Wisconsin.

**(Please note: There is some Conservancy and Shoreland Wetland on the parcel and the petitioner is not requesting to rezone that area).** Robert Dixon made a motion to recommend approval of the zoning change, on the above-described property, to the County Board for final action. Glenn Licitar seconded the motion. Roll Call Vote: 7-Yes. Motion carried. Sandra A. Lee – Conditional Use Permit request under Section 5-5.03(B) of the Adams County Zoning Ordinance to allow a 2001 14'X70' Single Wide Manufactured home in an A-3 District on property located at 2680 2<sup>nd</sup> Avenue, in the N 1/2, SW 1/4, SW 1/4, Section 13, Township 16 North, Range 7 East, Town of New Chester, Adams County, Wisconsin. Mike Keckeisen made a motion to grant the Conditional Use Permit request. Sylvia Breene seconded the motion. Roll Call Vote: 7-Yes. Motion carried. Greggory Schmidt – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to split the 40 acre parcel into four residential lots on property located in the NE 1/4, NE 1/4, Section 28, Township 16 North, Range 7 East, Town of New Chester, Adams County, Wisconsin. Richard Colby made a motion to recommend approval of the zoning change, on the above-described property, to the County Board for final action. Mike Keckeisen seconded the motion. Roll Call Vote: 7-Yes. Motion carried. Merlin D. Walton – Conditional Use Permit request under Section 5-6.03 of the Adams County Zoning Ordinance to allow a 1990 16'X80' Single Wide Manufactured Home in an R-1 District on property located at 3016 13<sup>th</sup> Avenue, known as Lot #26, Springville Assessor's Plat #1, in the NW 1/4, NW 1/4, and the SW 1/4 NW 1/4, Section 5, Township 15 North, Range 6 East, Town of Springville, Adams County, Wisconsin. Mike Keckeisen made a motion to grant the Conditional Use Permit request on the above-described property, provided the existing singlewide mobile home is removed before the new one is installed. Sylvia Breene seconded the motion. Roll Call Vote: 7-Yes. Motion carried. Joseph & Kathleen Coon – Rezoning Request from an A-1 District to an R-1 District of the Adams County Zoning Ordinance to allow the 1.03 acre parcel to become conforming on property located at 3298 County Road B, known as Lot #1, C.S.M. #2509, in Part of the SW 1/4, SW 1/4, Section 18, Township 15 North, Range 7 East, Town of Jackson, Adams County, Wisconsin. No action was taken in regard to this matter because there was no one present to explain the request. Peter J. Niesing – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to allow the 5.50 acre parcel to become conforming on property located at 751 County Road K, in the NE 1/4, SW 1/4, Section 12, Township 14 North, Range 6 East, Town of Dell Prairie, Adams County, Wisconsin. Robert Dixon made a motion to recommend approval of the zoning, on the above-described property, to the County Board for final action. Fran Dehmlo seconded the motion. Roll Call

Vote: 7-Yes. Motion carried. Geraldine M. Rekowski – Conditional Use Permit request under Section 5-6.03(A) of the Adams County Zoning Ordinance to replace the existing single-wide manufactured home with a 2005 16'X80' single-wide manufactured home in an R-1 District on property located a 1178 Gale Drive, known as Lot #20, Pine Addition to Fawn Lake, in the SW1/4, NW 1/4, Section 5, Township 14 North, Range 6 East,

Dell Prairie Township, Adams County, Wisconsin. Robert Dixon made a motion to grant the Conditional Use Permit request, on the above-described property. Mike Keckeisen seconded the motion. Roll Call Vote: 7-Yes. Motion carried. Marion G. Licitar – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to allow a portion of property (25 acres) to be split off for residential use on property located at 3774 County Road G, in the NE 1/4, SW 1/4 and the NW 1/4, SW 1/4 of Section 10, Township 14 North, Range 7 East, Town of New Haven, Adams County, Wisconsin. Mike Keckeisen made a motion to recommend approval of the zoning change, on the above-described property, to the County Board for final action. Fran Dehmloew seconded the motion. Roll Call Vote: 6-Yes. 1-Abstained (Licitar). Motion carried.

The Adams County Planning & Zoning Committee contemplates a site visit if necessary.

Mike Keckeisen made a motion to recess for lunch. Sylvia Breene seconded the motion. All in favor. Motion carried.

RECESSED: 12:40 P.M.

RECONVENED: 1:40 P.M.

1:41 P.M.: Jane Grabarski, Emergency Management and Cynthia Loken, Chairperson, Adams County Board of Supervisors joined meeting.

**Gregory Rhinehart, County Surveyor, presented the Surveyor's Report for the month of May 2006 for the Committee's review. Gregory Rhinehart submitted one voucher for the Committee's signature before submitting to Finance Committee. Sylvia Breene made a motion to accept the Surveyor's report as presented and submit the signed voucher to the Finance Committee. Sylvia Breene seconded the motion. All in favor. Motion carried.**

**1:44 P.M.: Greg Rhinehart left meeting.**

Phil McLaughlin presented the minutes from the May 2006 meeting of the Adams County Planning & Development Committee for review. Mike Keckeisen made a motion to accept the minutes as presented. Glenn Licitar seconded the motion. All in favor. Motion carried

**ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE  
MONTHLY MEETING: JUNE 7, 2006  
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**Phil McLaughlin presented the Financial Report for the month of May 2006 to the Committee for review, with input from Diane Kopitzke. Richard Colby made a motion to accept the Financial Report as presented. Sylvia Breene seconded the motion. All in favor. Motion carried.**

Vouchers were presented and signed. Richard Colby made a motion to submit the signed vouchers to the Finance Committee for their review. Sylvia Breene seconded the motion. All in favor. Motion carried.

1:55 P.M.: John Frantz and Adam Grosz, Town of Rome, Sue Theisen, Real Property Lister's Office and John Keuler, County Administrator, joined meeting.

Discussion on issuance of Building numbers for all Rome Subdivision lots: Phil McLaughlin led the discussion with input from Jane Grabarski, Emergency Government, John Frantz and Adam Grosz, Town of Rome and

Sue Theisen, Real Property Lister's Office.

2:06 P.M.: David July, Sheriff's Department, joined meeting

2:07 P.M.: Kevin Kneiss, Adams County Corporation Counsel, joined meeting.

Once again the issue of assigning house numbers for vacant parcels for subdivision lots in the Town of Rome was addressed. John Frantz and Adam Grosz, Town of Rome, expressed the need to have addresses on vacant parcels for emergency response purposes. It was stated that the Town of Rome has a lot size minimum for subdivisions. The division of lots in the Town of Rome would have to involve the Assessor, David Lockrem. David July, Sheriff's Department stated that an issue that his department had was with the data entry of the new information. Sue Theisen stated that she keeps current with the new addresses. Jane Grabarski, Emergency Management, stated that in her job description, it states that she is responsible to provide house numbers for the 911 System. Sue Theisen stated that the County presently has a Street Naming Ordinance in effect but it doesn't provide for addressing vacant parcels. The present policy states that a driveway location is needed for the issuance of a fire number. David July stated that he would like to see consistency with the numbering system so that it is followed throughout the County. Mike Keckeisen stated that Phil McLaughlin, Jane Grabarski, Sue Theisen and David July work on revising the present Street Naming Policy. Mike Keckeisen made a motion to issue house numbers for the Town of Rome Subdivisions. Robert Dixon seconded the motion. All in favor. Motion carried.

2:25 P.M.: John Frantz, Adam Grosz, Jane Grabarski, Cynthia Loken and David July left meeting.

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MONTHLY MEETING: JUNE 7, 2006  
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Discuss Powts Maintenance and Powts Inventory: Phil McLaughlin led the discussion stating that Wisconsin Act #347 requires that the Department of Commerce dictate that all septic systems be inventoried and maintained. There will be funding available. When the time comes the Planning and Zoning Department could get summer interns to document all septic system in the County.

2:30 P.M.: Mike Keckeisen was excused from the meeting

Discussion on issuance of Citations. Phil McLaughlin led the discussion stating that where there are repeat violators, the property owners will receive an Order for Correction and Citation at the same time. Some of the complaints received go on and on without compliance so this is a way of expediting compliance.

Discussion on Comp-Time Payout: Phil McLaughlin led the discussion stating that there were not monies allocated to pay out employees who have reached the 100 hour mark. Diane Kopitzke stated that this matter has been addressed before the Planning and Zoning Committee in the past and it was decided by the Committee that it was up to the Department Head in regard to Comp Time. John Keuler stated that a policy has been adopted by Adams County on Comp Time up to 100 hours so that in the event that an employee leaves, the County would have to pay out a horrendous amount of money. Discussion on what the cap for Comp Time should be in the Planning and Zoning Department. Fran Dehmlow made a motion authorizing Phil McLaughlin to prepare a Resolution in regard to this matter, amending the present policy to state that the Planning and Zoning Department will have a 175-hour cap on Comp Time. Sylvia Breene seconded the motion. All in favor. Motion carried.

Correspondence: Phil McLaughlin updated the Committee on the status of the Building Inspector position in the Planning and Zoning Committee. Al Sebastiani suggested that this matter be addressed at the Monday, June 12, 2006 Planning and Development Committee meeting. Diane Kopitzke stated that she would submit an Amended Committee Meeting notice for that date in regard to this matter.

Fran Dehmlow made a motion to convene into closed session per Section 19.85(g) of the Wisconsin Statutes to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved in regard to the sexually orientated business matter. Robert Dixon seconded the motion. Roll Call Vote: 6-Yes. 1-Excused (Keckeisen). Motion carried.

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Sylvia Breene made a motion to reconvene into open session under Section 19.85(2) of the Wisconsin Statutes. Glenn Licitar seconded the motion. Roll Call Vote: 6-Yes. 1-Absent. Motion carried.

Robert Dixon made a motion to adjourn until Wednesday, July 5, 2006 at 9:00 A.M. for the next monthly meeting of the Adams County Planning and Development Committee. Sylvia Breene seconded the motion. All in favor. Motion carried.

ADJOURNED: 3:37 P.M.

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Alfred Sebastiani, Chairman

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Robert Dixon, Vice-Chairman

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Mike Keckeisen, Secretary

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Fran Dehmlow

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Sylvia Breene

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Richard Colby

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Glenn Licitar

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.**

**ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE**  
MEETING: JUNE 7, 2006 at 8:00 A.M.  
SITE VISIT  
**WISCONSIN RIVER POWER COMPANY/VAN KUREN TRAIL**  
TOWN OF MONROE, ADAMS COUNTY WISCONSIN

At 8:00 A.M. Al Sebastiani, Chairman, called the site visit to order with the following members present: Robert Dixon, Vice-Chair; Mike Keckeisen, Secretary; Fran Dehmlow, Sylvia Breene and Richard Colby. Glen Licitar was absent. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary;

Cindy Loken, County Board Chair; Scott Gruening and Keith Rusch from Naterra Land; David Renner, Town of Monroe Chair; Chris Murphy, Land & Water Conservation Dept; Richard Hilliker, Agent for WRPCO; Jay Jochem and Mike Goc.

Wisconsin River Power Company/Van Kuren Trails – Reconsideration of a Rezoning Request from a Conservancy District to a Recreational/Residential District of the Adams County Shoreland Protection Ordinance for residential use on a portion of property (55 acres) in Part of the NE 1/4, SE 1/4 and SE 1/4, SE 1/4, Section 36, Township 19 North, Range 4 East, and Part of the S 1/2, NW 1/4 and N1/2, SW 1/4 and S 1/2, SW 1/4, and SW 1/4, NE 1/4, and SE 1/4, NE 1/4, and NE 1/4. SE 1/4, and NW 1/4, SE 1/4 and SW 1/4. SE 1/4, Section 31, Township 19 North, Range 5 East, Town of Monroe, Adams County, Wisconsin.

The Committee viewed the site by following the trail through the woods. Noted were several spots with markers where soil tests had been performed, red flags around trees that served as 100' setback area from the lake in another area and cattails in the lowland areas throughout the rest of the tour. Comments were raised as to what impact the various aspects of a subdivision would have on the environment.

Mike Keckeisen made a motion to recess and convene at the Courthouse in Friendship, Wisconsin. Richard Colby seconded the motion. All in favor. Motion carried.

RECESSED:

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Alfred Sebastiani, Chairman

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Robert Dixon, Vice-Chairman

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Mike Keckeisen, Secretary

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Glen Licitar

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Sylvia Breene

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Fran Dehmlow

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Richard Colby

## **PLANNING AND DEVELOPMENT COMMITTEE MEETING**

June 12, 2006  
Regular Meeting

**Present:** Al Sabastiani, Chairman; Robert Dixon, Vice Chairman; Committee Members: Dick Colby, Fran Dehmlow, Glen Licitar, Mike Keckeisen and Sylvia Breene. Others present: Chris Murphy, County Conservationist; Patrick Gatterman, LWCD; Reesa Evans, LWCD; Jodi Helgeson, Register of Deeds; Todd Halverson, MSA Professional Services; Gene Mucciolo, Mucciolo Enterprises, LKLC

**Call to Order:** Chair Al Sabastiani called the meeting to order at 9:00 a.m. in Adams County Courthouse Conference Room A260.

**Agenda:** Motion by Keckeisen / Dixon to approve carried unanimously.

**Minutes:** Motion by Keckeisen/ Colby to approve minutes from May 2006 meeting, carried unanimously.

## **Register of Deeds items:**

**Approval of conference/training requests:** Helgeson requested to attend GCS User Group meeting, Licitar/ Breene motion to approve, carried unanimously.

**Budget activities:** Helgeson informed committee of upcoming budget issues. If the county is going to look into changing indexing software they would have to consider the connection with Treasurer's and Assessment offices. May need to budget for this over a period of time due to cost. Similar to what was done with the imaging system Also concerns with on-call personnel budgeting issues. Flyer on Land Records website will be distributed with July 2006 property tax bills.

## **Land Information Officer items:**

**Report of ongoing activities:** Gene Mucciolo, contracted consultant for database design and website service, discussed his Adams County Land Information projects including the coordination of projects among departments, the tax parcel look-up system, property tax and assessment information, and the purchasing of legal/real estate documents through the Land Information website. Mucciolo also noted that he is doing projects with the Solid Waste and Highway Departments and the County Administrative Assistant. Helgeson gave an update on credit card use for internet and counter services. Discussion was held on the proposed GIS Tech position noting that currently MSA comes in weekly, and that an in-house tech would be more cost effective.

Todd Halverson gave an update on the converting of paper maps to digital maps, CAD technology to GIS technology.

**GIS Technician Position:** Helgeson presented and discussed was held on GIS Technician job description and recommendations. Motion by Keckeisen/Licitar to approve description, carried unanimously. Helgeson also noted that the GIS Technician would do parcel mapping and data orders, currently done by MSA, which could save the County on contractor fees. Discussion was held on the position being overseen by the County Administrator.

**Plotter Purchase:** Helgeson gave update. Plotter needs to be purchased now because current plotter can't handle new photos. Money has been budgeted in the land records budget for this. Jodi will work with Dawn to determine where best cost can be found.

## **Land & Water Conservation Dept. items:**

**Dam Activities:** Gatterman gave presentation on the Adams County dams, discussing general dam information including ownership, operations, inspection, electrical generation;. Also discussed were engineering, construction, maintenance, and emergency action. Motion by Keckeisen/Sabastiani to authorize LWCD to go forward with any repairs or maintenance needed without prior committee approval, provided the funds are available in the Dam Maintenance account.

**Lake Classification Activities:** Evans discussed The lakes Classification Grants awarded for a 3.5 year study of 20 Adams County Lakes to assess the health of Adams County and it's lakes. The study includes the collection of physical, biological and physical data. This information will be used to make recommendations for actions and strategies for lake and watershed management. Evans also discussed the sensitive areas in the county lakes.

**USDA-NRCS: no report**

**Motion by Keckeisen/Licitar for a 5-minute recess, carried unanimously.**

**Sabastiani called meeting back to order at 10:45**

**Resolution for land released from Farmland Preservation Agreement: Murphy brought forward Resolution to release .66 acres of land owned by Allen Nicolaus from the Farmland Preservation Agreement for the purpose of allowing Adams County to purchase the land for County Highway A road improvements. Motion by Colby/Dixon to approve, carried unanimously.**

**Resolution for WDNR River Management Professional Grant: Murphy brought forward Resolution to authorize the County Conservationist to act on behalf of Adams county to apply for \$50,000 from the WDNR under the River Management Protection Grant Program. The money will assist the funding**

of streamland restoration and habitat restoration for the Big Spring project. Motion by Keckeisen/Dehmlow to approve resolution, carried unanimously.

Discussion on SWRMP: Murphy discussed Administrative Code ATP 50 specifying Nonpoint Source Pollution Control, Cropland Soil Erosion Control and Nutrient Management Plans, cost share available to land owners for these practices, and the County's role on educating landowners, monitoring and enforcing the controls.

Farmland Preservation Program: Murphy discussed this program for agricultural producers to receive tax credit or reduction in exchange for implementing conservation practices. Also noted was the funding from DATCP for staff salaries and cost share dollars for landowners.

Staff reports of May activities and June goals: Staff reports were handed out. Motion by Keckeisen/Dixon to approve reports, carried unanimously.

**Trainings and conference requests from staff and committee members:** Murphy informed members of the Wisconsin Conservation Observance Day on June 23<sup>rd</sup> taking place in Deerbrook, WI.

**Report of Committee members:** Colby gave Farm Service Agency report noting staff move from Montello to Westfield and CRP contracts.

**Communications:** Murphy presented correspondence sent to North Central Land and Water Conservation Association informing them of our new committee and that a new representative for their organization has not been designated. Also presented was a letter from Krysta Harden, NACD on computer security issues.

**Bills/Financial Report:** Licitar/Dehmlow motion to approve bills and motion by Keckeisen /Breene, to approve financial report, both carried unanimously.

**Items for June LWCC meeting:** Report of investigation of grant to purchase a watercraft that can be used county wide.

**Set next meeting date:** Next meeting scheduled for July 10, 2006 at 9:00 a.m.

**Planning and Zoning report on 3<sup>rd</sup> Inspector position:** McLaughlin noted that the first choice for the position turned down the position. Keckeisen/Dehmlow motion to readvertise the position, approved unanimously. McLaughlin also discussed vacant lot park fees.

Bills for Land Information/ROD: Motion to approve, Dixon/Keckeisen carried unanimously.

**Adjournment:** Motion to adjourn by Dehmlow/Licitar, carried unanimously.

Respectively submitted,

Al Sabastiani, Chair

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

**Name of Meeting:** BRAT Public Health Commission Meeting

**Facilitator:** Bev Muhlenbeck

**Date of Meeting:** June 27<sup>th</sup>, 2006

**Recorder:** Melissa Delmore

**Guest:** Todd Liebman Sauk County Corporation Counsel

**Present:** Sue McCartney, Bev Muhlenbeck, Linda McFarlin, Barb Theis, Susan Lorenz and Melissa Delmore

**Absent:** Jessica Nall

**Meeting called to order** by Muhlenbeck verification of Open Meeting Law noted.

**Approval of the Agenda.** Delmore noted that there was not an EPI report. Motion by Theis seconded by Lorenz to approve the agenda. Motion carried.

**Approval** of the May 31<sup>st</sup>, 2006 minutes. Motion by Theis seconded by McCartney. Motion carried. Motion to approval of Feb 2<sup>nd</sup>, 06 motion by Theis seconded by Lorenz. Motion carried.



Topic	Major Points Discussed	Resolutions and Actions Required	Assigned to	Due Date
<b>Budget</b>  <b>Discussion regarding Plans for 06-07</b>	<ul style="list-style-type: none"> <li>Current 2006 year to date faxed prior to meeting. No questions.</li> <li>There was discussion with Liebman regarding the possibility of disbandment of the consortia in 06 or 07 due to state recommendations in 4/06.</li> <li>Concerns of 2007 objectives, will be local objectives only?</li> <li>Discussion with Liebman regarding issues with the timing of the disbandment.</li> <li>Concerns of possible loss of local money.</li> <li>Delmore advised the group that when the Consortia staff was hired that they were hired as grant funded project positions and that if the Consortia had dissolved there would be no need for consortia staff to maintain employment.</li> <li>Liebman advised that there was some liabilities to the fiscal county if the consortia has dissolved. Liebman will follow up with the Corp Counsels for the other counties and set up a meeting to discuss the issues.</li> </ul>	<p>Commission requested Muhlenbeck to follow up on the following:</p> <ul style="list-style-type: none"> <li>Will 06 money carry over to 07?</li> <li>Will the objectives be local and consortia objectives eliminated?</li> <li>What are the allocations for 07?</li> </ul>	Muhlenbeck	ASAP
Topic	Major Points Discussed	Resolutions and Actions Required	Assigned to	Due Date
<b>Old Business</b>  <b>Coordinator's</b>	<p>Delmore reminded the group of the command caller training available.</p> <p>Theis will give an ISP sub-group update next meeting.</p>			

<p><b>Report</b></p> <p><b>Fiscal Agent report</b></p> <p><b>HRSA report</b></p> <p><b>County Sharing</b></p>	<p>Delmore gave a report from the PC teleconference from this month.</p> <ul style="list-style-type: none"> <li>• Status on the alternative analysis. No new information since last meeting.</li> <li>• Crisis Communication update. Lisa Pentony gave an update. Pandemic crisis communications now available.</li> <li>• SNS update. Cordova updated all on the Mobile SNS course CRI issues.</li> </ul> <p>Muhlenbeck reported on the Fiscal Agent meeting.</p> <ul style="list-style-type: none"> <li>• Reported that Pluymers and Bostrom will meet with Sec. Nelson and request more time for the restructuring of the consortia and assign a task force to determine the proper way to move forward.</li> <li>• Report from Tomczyk regarding Mass Casualty planning for Medical clinics. The ICP's from the APEC chapters will go to clinics and do training on planning with clinics.</li> <li>• Next years objectives will be geared to Communications and Community Readiness.</li> <li>• Margaret and Y are working on the Standing Medical orders with Dr. Davis.</li> </ul> <p>Theis forwarded via email a HRSA update prior to the meeting. Theis gave a brief update on Pandemic and Triage Tuesday.</p> <p><b>Adams:</b> Nothing to report</p> <p><b>Columbia:</b> Lorenz reported that her county had its functional exercises and went well. Tested the EOC structure and communications.</p>	<p>Commission requested Delmore to follow up with Strubel regarding the Pandemic assessment.</p> <p>Commission requested Muhlenbeck to follow up with Tomczyk to clarify that all the clinics in our consortia are covered.</p>	<p>Delmore</p> <p>Muhlenbeck</p>	<p>ASAP</p> <p>ASAP</p>
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<b>Training update</b>	<b>Juneau:</b> Theis reported that her county will be meeting in July with Human Services and Kieth Lang from the state to clarify what is the role of Human Services in a Public Health Emergency.			
<b>New Business</b>	<p><b>Marquette:</b> MaCartney reported that they held their functional exercise. Worked on defining the role of different agencies. Start working on volunteer list.</p> <p><b>Sauk:</b> Muhlenbeck reported that the community outreach is going really well, staff have active in parades and will set up a both at the county fair to distribute Pandemic information.</p> <p>Delmore updated on the PIO training set for July 19<sup>th</sup>, 2006. Reported that only County staff had RSVP. Have not heard from any hospital.</p> <p><b>NONE</b></p> <p><b>Upcoming important dates:</b>  <b>July 19<sup>th</sup>, 2006 8:00 AM</b>  <b>PIO and Crisis Communication training</b>  <b>July 26<sup>th</sup>, 2006 8:30 AM</b>  <b>Commission meeting</b></p>			

Motion by Theis to adjourn seconded by McFarlin. Motion carried

## PUBLIC SAFETY & JUDICIARY

DATE: June 13, 2006 TIME: 9:00 a.m. PLACE: Room A231  
Adams County Courthouse 400 Main Street Friendship, WI 53934

MEMBERS PRESENT: Florence Johnson, Harry Davis, John West, Cynthia Loken, Jerry Kotlowski  
OTHERS PRESENT: Sheriff Sindelar, Chief July, Administrator Keuler, Deb Barnes, Dee Helmrick, Jane Grabarski, Becky Kirslenohr, Shirli Suchomel, George Coulter, Communications Service representatives.

1. Call to Order – Chair West called the meeting to order at 9:05 a.m.
2. Was the meeting properly announced? – Yes.

3. Roll call: Johnson, Davis, West, Loken, Kotlowski all present.
4. Approve the Agenda – **MOTION** by Kotlowski/Johnson to approve the agenda for the 06/13/06 meeting. MC/Unan.
5. Approve minutes of May 11, 2006, meeting – **MOTION** to approve the minutes was made by Loken/Kotlowski. Discussion: Davis corrected the reference to the Spillman training that stated he and Loken wished to attend the training; rather, they wished to attend the June 6, 2006, Implementation Meeting and not the training. **MOTION** to approve corrected minutes was made by Kotlowski/Davis. MC/Unan.

**Coroner's Report** – Coulter was not present.

**Family Circuit Court Commissioner** – Dennis McFarlin did not attend this meeting.

**Child Support** – Deb Barnes gave her performance report to Committee and explained the figures, which she reported as very good. The Court Order rate has improved with the Family Court Commissioner on board, and she stated it is well worth having this program in place. The Federal government gave grant money to the States under Special Improvement Funds in 2004 that has to be spent in 2005-2006 to improve their performance, and it has to be used this year or it is lost. Barnes requested permission to purchase four laser printers for their office to increase efficiency over their ten-year-old printers. There is \$5,021.35 in the fund. Dawn researched the cost per laser printer at \$1,598. When the Special Improvement fund is spent, Barnes can recoup 66% of the balance, and Dawn will request the remainder of funds from her committee, which she figured at a cost below \$1,000. Barnes will ask her Regional Director for permission as well. **MOTION** by Loken/Johnson to proceed with the purchase of four laser printers with the Special Improvement Funds. Discussion followed. MC/Unan. Deb Barnes reported no conferences or activities, and office activities are going as usual. Barnes submitted her vouchers to Committee.

**Clerk of Circuit Court** – Not present at the meeting.

**Register in Probate** – Not present.

**District Attorney** – Not present.

Chair West asked for a motion to deviate the agenda to Emergency Management; this **MOTION** was made by Loken/Kotlowski. MC/Unan. At 9:20 a.m. the floor was turned over to Jane Grabarski.

**Emergency Management** – The April minutes had not as yet been signed. Committee discussed but did not officially approve them in the previous meeting. **MOTION** by West/Johnson to approve the April 7, 2006, Emergency Management minutes. MC/Unan. Emergency Management has a cargo trailer with items for use in mass casualty situations and decontamination equipment for spills. She needs a protocol policy and she compiled one from other agencies' policies, which she explained to Committee. The trailer and the mobile Command Post both need heated storage to preserve the equipment in winter. Committee will refer this policy to Corp Counsel Kneiss for review and requested Grabarski to bring it back to the July Committee meeting. The HAZMAT chief position has been advertised and when that person is in place he/she will help select the team. She explained grants obtained in the last year, both closed and open. The Radio Interoperability Grant for the MARC repeater and base station has been applied for but not yet received; total cost will be \$31,724.93; the grant will pay \$23,743.00; and the County's share will be \$7,981.23. The Emergency Management department is 51% grant funded. Two mandated exercises are coming up: July 11 and September 13. Reimbursement for the Cottonville fire overtime and mutual aid will be awarded through a disaster account.

**District Attorney**- Janis Cada introduced herself to Committee and explained her agenda and handed in vouchers. She stated the PROTECT system on the agenda is the case management tracking system, updated

regularly, to interchange information with other District Attorneys in Wisconsin.

**Sheriff's Department** – Chief July had the Patrol Lieutenant and Jail Captain's job descriptions for Committee signatures per request of Personnel.

1. Communications: a presentation for a proposed new radio system by Communications Service, approximately one hour in length. Committee directed them to set up in the County Board room and the meeting proceeded.
2. Animal Shelter Report/Animal Control Officer Report: both these reports were in the Committee packet. Kotlowski inquired about Townships having more control over loose animals.
3. Dangerous Animal Ordinance – Chief July reported that Corp Counsel reviewed this ordinance submitted by Joe Lally. Committee discussed exotic animal attractions in the Dells, and determined this ordinance would not affect household pets of private owners. **MOTION** by Loken/Johnson to approve the Dangerous Animal Ordinance. MC/Unan.

**Coroner's Report** - Coroner George Coulter reported an average month. He submitted his vouchers and his expense report was re-added, corrected, and signed. **MOTION** by Johnson/Kotlowski to approve Coroner's vouchers and report as corrected. MC/Unan. George left the meeting.

4. Gasoline – current fuel contract, discussion – Chief July stated that the Finance Committee suggested switching to a new gasoline vendor after hearing of the fuel pump problems here and in other agencies. The Executive Committee will be putting the gasoline out for bids. No further fuel pump problems have happened yet with the current vendor. The fuel pumps are over \$600 apiece and over one a month was burning out. **MOTION** by Johnson/Kotlowski to refer the gasoline issue to the Executive Committee. MC/Unan.
5. Radio tower presentation – Communications Service. Committee entered the County Board Room to see this presentation and the tape was shut off at 10:18 a.m.; at 11:40 a.m. the meeting convened again in A231 and the tape was restarted. Administrator Keuler suggested that if other projects are in the planning stages, they should all be presented at once to County Board for the purpose of the loan, and he will coordinate this among all department heads. Committee agreed that action needs to be taken to upgrade the radio system. Keuler will appoint an Ad Hoc Committee to oversee the proposed projects to include radio towers, expansion, storage, and other departments' needs.
6. Chief Deputy report –
  - a. Upon examination, two proposals for space needs study fulfilled the department's scope of expectations in Chief July's opinion: Bray Associates and Quantic Architecture. All bids were resubmitted to the Committee to choose. Bray bid \$5,200 with reimbursable expenses up to \$12,500. Quantic submitted a flat bid of \$9,500. All bids were read; discussion followed. **MOTION** by Davis/Loken to accept the space needs study proposal from Quantic Architecture for \$9,500 to be presented to County Board. Discussion followed. MC/Unan. This issue and proposal will be taken as a resolution to the July Committee meeting, then to County Board. Chief July will contact all bidders with the selection results.
  - b. The Ad Hoc Committee – Keuler suggested appointing the same members to the Ad Hoc Committee as the Public Safety and Judiciary Committee, which has members from Highway, Finance, Department of Health & Human Services, and the County Board Chair.
  - c. Grant updates – Chief July applied for more E911 funds that became available. Audio-video grant funds came in at \$1,150 more than anticipated; whole project is \$8,190 with \$2,040 of that coming from Jail Assessment fund. This includes the Spillman update.
7. Committee Reports-
  - a. The County Board will meet at 5:00 p.m. in the County Board room then tour the jail after order is called. Two groups will tour, eat a regular inmate meal on a tray from the jail kitchen, and then resume the Board meeting.
  - b. Alarm ordinance – the County buildings are alarmed and Chief July has to consider how to handle these false alarms.

- c. The Jail Inspector is returning on June 19<sup>th</sup> to see the suicide policy.
- d. Accident reports were attached to the bills. Purchase Orders/Vouchers were signed. Financial reports were included in the Committee packets with Payroll/Overtime reports.

**Clerk of Court** – Dee Helmrick joined the meeting and reported her limited term person started yesterday and she will have a Community Service worker. A new coop student has replaced the former coop student. Dee left the meeting at 12:46 p.m.

7. **MOTION** by Johnson/Loken to accept Sheriff's Department reports and approve the vouchers. MC/Unan.

8. Set next meeting date/agenda items – Wednesday, July 12, 2006, 9:00 a.m., Conference Room A260.

**MOTION** by Johnson/Kotlowski to go into closed session per Wis. Stat. 19.85(1)(g). Roll call vote: Johnson: Yes. Davis: Yes. West: Yes. Loken: Yes. Kotlowski: Yes. Meeting was closed and the tape was shut off. Shirli and Becky left. **MOTION** go to into open session was made by Kotlowski/Loken. Roll call vote was unanimous yes.

10. **MOTION** to adjourn until Wednesday, July 12, 2006, 9:00 a.m., was made by Kotlowski/Davis. MC/Unan.

Submitted by Deputy Sheriff Shirli Suchomel, Adams County Sheriff's Department, Acting Secretary

Cc: Loken Kotlowski McFarlin J.Grabarski Sindelar Keuler Thibodeau Warner  
Davis Johnson West Coulter July Lally Kneiss Helmrick Barnes

**Resources and Recreation Committee Meeting**  
**June 13, 2006**  
**10:00 a.m.**  
**Adams County Courthouse Conference Room A260**

**Call to Order:** Meeting was called to order at 10:00 a.m., by Chairman Repinski.

**The meeting was properly announced.**

**Roll Call:** Committee Members: Dave Repinski – Chairman, Bob Neuenfeldt, Bev Ward, Glenn Licitar, and Fran Dehmlow. Others present: Fred Nickel - Director Parks/Recreation, Rita Kolstad – Parks Admin. Clerk/Bookkeeper, Jason Jackson – General Engineering, Ron Chamberlain – Adams County Highway Commissioner, John Kueler – County Administrator at 10:10 a.m., Harold Stewart and Ron Lyman – Monroe Prairie ATV Club Representatives.

**Approve Agenda:** Motion by Neuenfeldt/Licitar to approve the agenda as printed. Motion carried.

Dehmlow excused from meeting 10:05 a.m. – 10:30 a.m.

**Agenda Items:**

1. No public participation on the agenda items.
2. Motion by Ward/Dehmlow to waive the day use fee for Patrick Lake Park for September 2, 3, 4, 2006, for the Grand Marsh Pathfinders Snowmobile Club softball tournament fundraiser per Adams County Park Ordinance # 6-1990, Sec. 1.6. Motion carried.
3. No action taken on the Shermalot Ski Team request as no one was present from the ski team.

4. Repinski reported on the nice work Bill Taylor is doing at Arrowhead Park.
5. Committee and Highway Commissioner discussed the county waysides. Motion by Neuenfeldt to refer the wayside issue back to the full county board. No second, motion failed. No action was taken. Highway Commissioner and Administrator were excused from meeting at this time.
6. Motion by Licitar/Neuenfeldt for the Parks Department to devise an equipment safety operational manual for park personnel including a signature page for employees to sign after reading the manual. Director will bring proposed manual back to Committee for review in 60 days. Department is also to develop a formal maintenance check-off list according to the manufacturer's specifications for parks equipment. Motion carried.
7. Mr. Jackson updated the Committee on the Castle Rock Park office/visitor center and the Petenwell Park Phase II campground expansion projects.
8. Motion by Ward/Licitar to approve the bills as presented and forward to Finance Committee. Motion carried.
9. No discussion on possible Snowmobile Ordinance revisions.
10. Committee will tour/inspect the county's recreational facilities on the north end July 13, 2006, meeting at the Courthouse at 9:00 a.m., A030.
11. Motion by Ward/Dehmlow to adjourn to July 11, 2006, 10:00 a.m., A260, for the regular monthly meeting. Motion carried.

Submitted by,

Glenn Licitar  
Committee Secretary

The minutes have not been approved by the Resource and Recreation Committee.

**Resource & Recreation Committee  
Minutes of Meeting  
June 29, 2006 @ 10:30 AM  
Adams County Community Center  
569 N. Cedar Street, Room 103  
Adams, WI 53910**

1. **Call to order:** Meeting was called to order by Chairman Repinski at 10:35 AM.
2. **Properly Announced:** Edie Felts-Podoll indicated that the meeting was properly noticed.
3. **Roll Call Committee:** Committee Members Present – Dave Repinski, Bob Neuenfeldt, Glenn Licitar, Bev Ward and Fran Dehmlow.  
Extension Staff Present – Don Genrich Agriculture Agent and Edie Felts-Podoll Family Living Educator and Department Head.  
Jennifer Swensen, 4-H/Youth Development Agent, excused due to web computer training.
4. **Agenda Approval:** Motion by Dehmlow and Second by Ward to approve the amended agenda as presented. Motion carried.
5. **Approve Minutes:** Motion by Neuenfeldt Second by Licitar to accept minutes of the Resource & Recreation Committee of June 1, 2006 as presented. Motion carried.  
It was discussed that the method the minutes are being taken by Felts-Podoll meets the approval of the committee.
6. **Public Participation:** None. It was discussed that public participation can include any governmental topic not just Resource matters.

7. **Communications:** None.

8. **Items for Action or Discussion:**

- a) **Future Needs and Emerging Issues in Extension** – The following were identified and discussed by the committee as issues and emerging needs within Resource (Extension Department).
  - 1) **Community Center Responsibilities** – Demands of the Community Center room use, and issues of said, is reducing time that support staff have to complete duties that are in their job descriptions. Some options identified:
    - a. Increase Support Staff Hours
    - b. Move Responsibilities of Community Center to Another Department.
  - 2) **Storage** – Committee toured Community Center to view limited storage options and over crowded areas in Library and Extension Department. Discussion of adding more shelving in some areas also need for more floor space. Storage was identified as an issue in 5-Year proposal to County Board in 2005.
  - 3) **Education for Business** – Discussion of hiring a Community Resource Development Agent. Identifying county needs in the areas of small business development, government education, and natural resources. A good time to dialogue with UW-Extension statewide CRD staff to discuss 40/60 funding of this position. This item was placed in 5-Year proposal to County Board in 2005.
  - 4) **New Initiatives/Partnership** –
    - Teen Court
    - County Fair Support – Fair Book UpdatesThese projects require support staff
  - 5) **Funds for Call-In Support Staff** – Call-in support staff line item was removed from 2006 budget. A need to place funding in 2007 budget due to vacation, sick leave needs of staff.
  - 6) **Transportation** – Committee indicated a need to explore county vehicle availability for Extension travel
- b) **Vouchers/Expenditures for May-June** **Motion** by Dehmlow **Second** by Neuenfeldt to approve all vouchers and accept monthly budget summary statements. **Motion carried.**
- c) **Reports** **Motion** by Dehmlow and **Second** by Licitar to accept monthly reports and calendars of Swensen, Genrich and Felts-Podoll. **Motion carried.**
- d) **Extension Internship** – Water Quality Intern request to hire with grant dollars from the University was approved by Keuler and Kneiss. Ads will appear in local paper for 480 hour position to begin August 15<sup>th</sup>.  
**Binder/Resources** – Binder was shown to committee and indicated it is available to the committee to use regarding discussions and materials that relate to Extension. It is obtained from Linda Arneson.

9. **Resources/Extension Report of Department**

- a) **WNEP – Canning & Freezing Produce.** Eleanor Bonnett Wisconsin Nutrition Extension Program Educator explained the "Preserving Produce Program" taught throughout the summer to individuals wishing to learn more about canning, freezing and drying produce. Examples of the processed fruits and vegetables were shown. Classes are held at the A-F Elementary kitchen. Edie Felts-Podoll shared how the office tests pressure canner lids to ensure safe home canning. It is recommended to test dial gauges annually and twice a year if you preserve meat.

10. **Resources/Extension Report of Committee Member**

- a) **Report of WACEC** (Wisconsin Association of County Extension Committees) Those who attended, Repinski, Neuenfeldt and Licitar learned new things about Extension. A discussion about siting large animal operations and zoning was held. The tour of a dairy farm with robotic milkers was discussed. And it was surprising to learn that Wisconsin has the lowest percent of



residents with baccalaureate degrees when compared with neighboring states and ranks 32<sup>nd</sup> among the 50 states nation wide.

**11. Next Meeting Date:** The Resource component of the Resource and Recreation Committee will meet on August 4<sup>th</sup> at 9:00 AM in room 103 of the Adams County Community Center building.

**12. Agenda Items for Next Meeting**

- a) Summer Intern Report by David Olson
- b) Pennsylvania report by Don Genrich. The committee will determine what parts they would like Genrich to present to the entire County Board.
- c) County Budget for Extension Discussion
- d) Results of Strategic Planning 20/20 July 25<sup>th</sup> – Emerging Needs – Committee reports to staff.

**13. Adjourn:** Motion by Licitar and Second by Ward to adjourn the meeting until August 4, 2006 at 9:00 AM in room 103 of the Adams County Community Center building. Motion carried.

Minutes taken by Edie Felts-Podoll

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Glenn Licitar, Committee Secretary

These minutes have not been approved by the Resource & Recreation Committee.

MINUTES  
SCLS BOARD OF TRUSTEES  
June 12, 2006 -12:15 p.m.  
SCLS Administration

Also Present: P. Davis, H. Moe, B. Dimick, David Odahl

Absent: E. Krszjzaniek

Excused: T. Iaccarino, J. Kreten, C. McGuire, J. Pugh, J. Taft, P. Westby

**Present:** T. Brown, F. Cherney, R. Curtis, L. Davis-Brown, E. DeSchmidt, J. Hanson, J. Healy-Plotkin, M. Howe, R. Keen, N. Nelson, H. O'Donnell, G. Poulson, P. Townsend, J. Wheeler, K. Williams

**Call to Order:** Vice President F. Cherney called the meeting to order at 12:15 p.m.

a. Introduction of guests/visitors and new board members: David Odahl of Wegner LLP, CP As and Consultants

b.Changes/additions to the agenda: None

c. Requests to address the board: None

**Minutes:** P. Townsend moved approval of the May 8, 2006 minutes. G. Poulson seconded. Motion carried.

**Bills for Payment/Financial Statements:** B. Keen moved approval of the bills for payment in the amount of \$188,202.31. J. Hanson seconded. Motion carried.

President's Report: No report

Committee Reports

**System Celebration:** R. Curtis reported the committee chose the recipients for the Public Official of the Year, Trustee of the Year and the special award recipient. The celebration will be held at the Wintergreen Resort in WI Dells on September 21,2006. Social hour begins at 6 p.m. and dinner follows at 7 p.m.

**SCLS Foundation Report:** L. Davis Brown reported the following: The planning committee is finalizing the case statement for support, an endowment fund management agreement is in the works as well as an investment policy with M&I Trust, a campaign committee is being organized, and the board continues to recruit trustee members and community leaders to assist in fundraising.

**Circulation and ILL Statistics:** It was noted that Madison Public Library circulation total for April 2005 was exactly the same as April 2006.

**2005 Audit Report:** David Odahl presented the audit report for 2005. He noted there were no problems with the audit. Discussion and questions followed and the board unanimously accepted the report as presented.

#### System Director's Report:

**Net Neutrality:** The house passed the telecommunication bill without the net neutrality amendment, but there is hope the Senate version will include it.

**CALEA (Communications Assistance for Law Enforcement Act):** DC circuit court of appeals supported the FCC in extending CALEA to Internet access and Voice over IP. From the ALA press release: "Although the decision has no direct effect on libraries because the FCC previously determined that it is not in the public interest to cover libraries, we agree with our co-petitions that the decision is damaging both to civil liberties and technology innovation. While libraries are pleased with the fact that CALEA does not extend to their operations today, we continue to be concerned with the logic and reasoning of the court upholding the FCC's order and its implications for library Internet-based services tomorrow."

**LSTA:** The House Appropriations subcommittee that has jurisdiction over library programs released recommended increased funding levels for LSTA in 2007. The full house Appropriations committee meets this week and will consider the Subcommittees' recommendation.

**WI Act 420:** On June 1, Mt. Horeb re-opened service to residents of the South West Library System. The Mt. Horeb library board will be meeting to discuss and consider what to do about the Barneveld residents.

At the recent state IT meeting, SCLS Staff were surprised to hear that TEACH funding has been exhausted. Libraries had been encouraged to order just enough bandwidth for current needs, with the idea that they could expand as needed. Now, that may not be possible and some systems are already in need of more.

There are director vacancies for Vesper, Albany and Black Earth as well as the Milwaukee Public Library.

**LINK** passed the proposed 2007 budget on Thursday. It included a provision to hire some Limited Term Employees during the conversion to Horizon. Our employee handbook is being updated, at the suggestion of our lawyer, to determine our obligation to limited term employment.

The new Sun Server for LINK operations will be installed on Wednesday.

SCLS is following the state's ILL selection process. There were some interesting items in the RFP, which included ownership of records. Demonstrations are scheduled for July 13, 14, and 17. Stef Morrill and Cheryl Becker will be attending.

#### System Director's Report

June 2006

##### ALA Conference

I just returned from the American Library Association Conference in New Orleans and it was an experience I will not soon forget. The final attendance of 16,964 was slightly under the prior record low of 17,482 for the SARS affected ALA conference in Toronto in 2003. However, ALA was the first big conference held in the city since the Katrina and Rita hurricanes and was big news for the city of New Orleans. Banners and signs that said "We're jazzed you're here" greeted us. The waiters, cab drivers, hotel and restaurant staff and city officials worked hard to make us feel welcome. I heard "Are you one of the librarians? Thanks for coming, thanks for being here," with almost every interaction I

had. We were told that representatives from more than 50 other conferences were there to observe how smoothly things went in order to make decisions about holding their own conferences later in the year.

Representing Wisconsin on the ALA Council was my main focus at the conference, but I also helped celebrate the 100th birthday of the UW- Madison School of Library and Information Science with great food, music, conversation and laughter with other Wisconsin librarians. I met many new people from all over the country and had discussions ranging from the various approaches states use to handle interlibrary loan to how libraries are introducing new audio formats.

Though I missed the appearance of the First Lady, I was able to hear several of the other big-name speakers, almost all of whom were also selling their new books. Former Secretary of State Madeline Albright said, among other things, that "The library is the best bargain on the face of the earth." I suspect she got that idea by following one of the SCLS delivery vans. Cokie Roberts was very engaging as she shared research for her upcoming book on the history of American women during the time of the revolution and the writing of the constitution.

Anderson Cooper, the author of New York Times bestseller *Dispatches from the Edge: a Memoir of War, Disasters, and Survival*, described his experiences at the Ernest N. Morial Convention Center when it was filled with people waiting for days without food or water for rescue after the devastation of Katrina. He was overcome with emotion

several times as he told the stories of some of those people. He told us of the more than 20 people who have been found dead from the storm since March and asked us to remember that they were not "corpses" or "bodies," but mothers and fathers, brothers and sisters and friends. He urged us to go outside the convention center area to see the rest of the city 10 months after the disaster and to bear witness about the conditions in which many of the citizens of New Orleans are still living.

Four of my fellow ALA Councilors and I had already made arrangements through hotel staff to hire a guide to take us around the city. Ernest, a retired real estate professional and New Orleans native, took us on a two hour circle around the city. Television and photos in the news cannot show the breadth of the devastation. Acres of dead and twisted trees spread below the levees where they stood too long in the water. Vacant homes stretch mile after mile, in neighborhood after neighborhood. More than 150,000 abandoned vehicles sit under overpasses and in streets and other open areas around the city. Of the thousands of homes and businesses in eastern New Orleans, only 13% have been re-connected to electricity. Hand lettered signs mark the streets. Some people were using ice chests and charcoal grills to live

as they gutted their mold-infested houses. Our guide said that things looked much better than they had just the week before when many of the streets were filled with rubble that would have blocked our view of the ruined houses. It seemed like a third world country we were visiting, not one of the major cities of the United States. There will be other, more hopeful, things to report when I see you on July 10.

Applications for the Associate Director position are due on July 22, 2006. The Selection Committee is being formed and interviews have been tentatively scheduled for July 31 and August 1 and 2nd. Several staff members will be attending the ALA annual conference in New Orleans.

Phyllis is working on the Mid-year budget.

Information Sharing:

K. Williams noted she received a pen from Governor Doyle's signing of the Library Reform Bill into law. She passed the pen around for all to see.

The board received copies of the Selected Accomplishments for 2005 brochure.

F. Cherney noted that the Vesper library has received several "over-qualified" applicants for the director position.

Public Library Advisory Committee (PLAC) Report: Multitype Advisory Committee (MALC) Report: LINK Report:

Agenda and Minutes for the above committees can be found on the web at:

<http://www.scls.info/committees/index.html> **Other Business:** None

Meeting adjourned at 1: 10 p.m.

H. Moe, Recorder

**SOUTH CENTRAL LIBRARY SYSTEM**  
**Circulation and ILL Statistics**

May 2006

	*2005 Population	2005 Circulation	**2005 Collection	2005 Annual Expenditures	Same Mo. Circ. 2005	Current Mo. Circ.	Mo. ILL Borrowed	Mo. ILL Loaned	YTD Circ. 2006
<b>ADAMS</b>									
Adams Cty	18,263	89,633	30,503	307,102	6,620	7,789	2,648	2,694	41,038
Rome	2,944	23,070	16,772	102,563	1,594	2,148	68	-	10,027
<b>TOTAL</b>	21,207	112,703	47,275	409,665	8,214	9,937	2,716	2,694	51,065
<b>COLUMBIA</b>									
Cambridia	779	24,812	8,857	80,976	1,534	1,826	1,021	476	9,455
Columbus	4,748	87,533	36,691	289,568	6364	7,669	1,899	3,718	38,548
Lodi	2,968	94,660	28,718	234,801	7,450	7,496	2,417	2,308	40,451
Pardeeville	2,074	46,662	22,521	150,905	3,477	3,151	1,099	1,649	18,592
Portage	9,981	222,196	68,553	520,483	17,268	17,979	5,642	4,569	96,413
Poynette	2,496	53,579	20,035	102,390	4,269	4,558	1,179	1,875	22,470
Rio	987	34,425	25,335	117,710	2,354	2,726	123	-	14,388
Wis. Dells	2,465	75,461	39,470	306,156	6,024	6,842	3,045	2,227	34,817
Wyocena		1,737	4,317	56,544	128	219	81	506	676
Other Cty	28,065								
<b>TOTAL</b>	54,563	641,065	254,497	1,859,533	48,868	52,466	16,506	17,328	275,810
<b>DANE</b>									
Belleville	2,089	62,365	26,642	175,095	4,572	5,427	1,678	3,161	27,093
Black Earth	1,321	39,524	19,615	97,179	3,198	3,274	1,121	1,851	16,881
Cambridge	1,219	51,134	23,084	126,512	4,413	4,758	1,978	1,611	22,804
Cross Plains	3,452	81,215	38,383	283,471	5,954	6,322	1,923	3,295	31,994
Deerfield	2,109	49,352	20,176	139,147	3,570	3,814	1,759	2,030	20,411
DeForest	8,288	337,528	72,854	625,597	24,667	27,346	6,004	9,445	141,858
Marshall	3,613	55,687	26,865	161,497	4,085	4,326	1,486	2,737	23,401
Mazomanie	1,558	34,234	18,131	106,876	2,675	3,117	1,249	1,864	14,584
McFarland	7,179	144,347	47,966	341,214	11,191	13,848	3,622	5,814	76,493
Middleton	16,760	612,406	94,182	1,304,240	48,052	52,153	14,680	14,381	272,010
Monona	8,061	253,410	70,155	552,534	19,785	18,775	4,646	8,604	106,570
Mt. Horeb	6,378	203,277	46,740	555,414	16,141	16,964	6,347	4,854	84,594
Oregon	8,279	238,506	62,565	447,439	17,843	19,445	6,647	4,882	100,989
Stoughton	12,753	254,746	70,235	650,902	18,185	19,275	6,203	6,423	106,009
Sun Prairie	24,219	443,183	106,886	1,337,031	34,049	37,878	8,291	9,439	195,851
Verona	9,103	271,383	55,342	628,994	19,091	36,161	9,293	7,777	124,296
Waunakee	10,361	234,252	68,798	526,210	18,278	19,033	4,973	6,480	96,374
Madison	221,735	4,480,044	910,122	11,611,905	363,515	388,738	63,275	38,875	1,869,491
DCLS	110,097	167,252	45,031	3,615,848	13,660	14,209	1,777	6,165	69,651
<b>TOTAL</b>	458,574	8,013,845	1,823,772	23,287,105	632,924	694,863	146,952	139,688	3,401,354
<b>SUB TOTAL</b>	534,344	8,767,613	2,125,544	25,556,303	690,006	757,266	166,174	159,710	3,728,229

	*2005 Population	2005 Circulation	**2005 Collection	2005 Annual Expenditures	Same Mo. Circ. 2005	Current Mo. Circ.	Mo. ILL Borrowed	Mo. ILL Loaned	YTD Circ. 2006
<b>GREEN</b>									
Albany	2,133	36,281	14,962	45,458	3,044	2,892	198	-	15,516
Brodhead	3,154	74,370	44,838	163,314	5,407	5,476	84	-	30,439
Monroe	15,290	212,076	91,877	563,957	17,638	18,416	4,943	5,636	91,472
Monticello	1,166	73,441	32,925	114,816	5,816	5390	123	0	29102
New Glarus	2,101	71,243	28,095	239,270	5,224	5,864	2,245	3,376	30,860
Other Cty	11,534								
<b>TOTAL</b>	<b>35,378</b>	<b>467,411</b>	<b>212,697</b>	<b>1,126,815</b>	<b>37,129</b>	<b>38,038</b>	<b>7,593</b>	<b>9,012</b>	<b>197,389</b>
<b>PORTAGE</b>									
Amherst	1,037	24,022	17,874	31,616	1,432	1,198	29	1	6,215
Portage Cty	68,328	480,229	199,189	1,619,012	39,332	35,534	473	-	196,954
<b>TOTAL</b>	<b>69,365</b>	<b>504,251</b>	<b>217,063</b>	<b>1,650,628</b>	<b>40,764</b>	<b>36,732</b>	<b>502</b>	<b>1</b>	<b>203,169</b>
<b>SAUK</b>									
Baraboo	11,248	236,551	67,265	741,237	17,942	19,480	6,452	4,381	101,452
LaValle	326	4,657	5,374	18,288	298	307	133	240	1,845
N. Freedom	634	9,069	5,016	22,477	556	525	180	361	2,895
Plain	788	28,532	11,487	90,734	2,096	2,405	1106	970	13,768
Prairie du Sac	3,546	122,069	43,850	275,414	9,509	9,862	3,524	3,680	51,117
Reedsburg	8,704	228,085	73,768	532,178	16,818	18,884	4,975	6,836	102,096
Rock Springs	418	9,516	7,562	31,391	713	989	467	407	3,967
Sauk City	3,229	119,016	41,416	273,384	9,136	9,591	2,573	2,891	50,779
Spring Green	1,464	72,919	27,202	179,296	5,436	6,295	2,018	2,038	31,561
Other Cty	28,796								
<b>TOTAL</b>	<b>59,153</b>	<b>830,414</b>	<b>282,940</b>	<b>2,164,399</b>	<b>62,504</b>	<b>68,338</b>	<b>21,428</b>	<b>21,804</b>	<b>359,480</b>
<b>WOOD</b>									
Arpin	813	8,707	12,440	32,728	no report	no report			-
Marshfield	21,154	407,278	138,221	1,220,776	31,222	31,975	104	76	170,747
Nekoosa	2,615	47,708	37,312	147,770	3,265	4,016	67	4	16,839
Pittsville	889	32,118	17,202	55,362	2,168	2,469	29	-	9,654
Vesper	544	11,586	24,012	21,250	835	no report			1,779
Wis. Rapids	18,522	405,993	117,125	1,326,824	30,245	32,520	7,653	7,047	176,663
Other Cty	34,559								
<b>TOTAL</b>	<b>79,096</b>	<b>913,390</b>	<b>346,312</b>	<b>2,804,710</b>	<b>67,735</b>	<b>70,980</b>	<b>7,853</b>	<b>7,127</b>	<b>375,682</b>
<b>SUB TOTAL</b>	<b>242,992</b>	<b>2,715,466</b>	<b>1,059,012</b>	<b>7,746,552</b>	<b>208,132</b>	<b>214,088</b>	<b>37,376</b>	<b>37,944</b>	<b>1,135,720</b>
<b>GRAND TOTAL</b>	<b>777,336</b>	<b>11,483,079</b>	<b>3,184,556</b>	<b>33,302,855</b>	<b>898,138</b>	<b>971,354</b>	<b>203,550</b>	<b>197,654</b>	<b>4,863,949</b>

\*Based on DOA Official Population Estimates 1/01/05 and includes all those individuals who pay library taxes directly to the indicated community

\*\*Collection includes books, audio, film, video, and other materials such as software, art prints, and toys. It does not include serial volumes owned

**ADAMS COUNTY SURVEYOR'S OFFICE**  
GREGORY P. RHINEHART, COUNTY SURVEYOR  
(608)-339-4226 (608)-339-3808  
P.O. BOX 187 -- FRIENDSHIP, WI 53934

ADAMS COUNTY SURVEYOR'S REPORT # 393  
July 5, 2006  
Report for the month of June, 2006

The 2006 Government Corner Maintenance Program: A crew worked one day on the project in the Town of Springville during June.  
I am continuing with the duties of my office and responding to inquiries from the public and county personnel.

Respectfully Submitted;  
Gregory P. Rhinehart  
Adams County Surveyor

ADAMS COUNTY SURVEYOR'S OFFICE  
GREGORY P. RHINEHART, COUNTY SURVEYOR  
P.O. BOX 187, FRIENDSHIP, WI 53934  
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SUMMARY OF ACCOUNTS 2006

<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>	
\$3,600.00	\$20,000.00	\$ 400.00	
JANUARY	300.00		
Balance	\$3,300.00	\$20,000.00	\$400.00
FEBRUARY	300.00	6,750.00	
Balance	\$3,000.00	\$13,250.00	\$400.00
MARCH	300.00		
Balance	\$2,700.00	\$13,250.00	\$400.00
APRIL	300.00	6,878.10	
Balance	\$2,400.00	\$6,371.90	\$400.00
MAY	300.00		
Balance	\$2,100.00	\$ 6,371.90	\$400.00
JUNE	300.00		
Balance	\$1,800.00	\$ 6.31.90	\$400.00
JULY			
Balance			
AUGUST			
Balance			
SEPTEMBER			
Balance			
OCTOBER			
Balance			
NOVEMBER			
Balance			
DECEMBER			
Balance			
Grand Total			

## Adams County Youth Commission

June 6, 2006

Called to order by Florence Johnson at 6:40 p.m. Present Jim Grabarski, John Keuler, Becky Kirslenlohr.

Motion John/Jim to approve minutes of May 2, 2006. M.C.

Skates and equipment will be-picked up by Uphams Wood Camp.

Price was presented by Jim for tile repair in boys bathroom and replacement of curtains in office that Fair Board was unsatisfied with for a total of \$ 281.16 . Motion by John/Jim to pay. Three yes votes, one no. Voting no, Florence. Reason, four tile were broken by youth during skating hours. Entire ceiling of 31 tile were replaced in boys bathroom. Youth Commission was charged for 48 tile. Jim stated that 16 tile Would be returned to Theisens for refund.

Becky's hours for January until June. Motion John/Jim to pay \$467 .50 for 55 hours. M. C. Becky to prepare 1099 for herself.

Motion John/Becky for balance from Money Market and checking to be given for Burt Morris Playground Equipment thru City of Adams. MC.

Jim moves that money in Acuity account be closed and given to Adams County Teen Court, and if any other additional incoming funds occur, from equipment, security system, (refund on ceiling tile) and etc. those funds will be added to Burt Morris Playground. Second by Becky- M.c.

John motion to sie die. Becky second. M.C.

Respectfully Submitted,

Florence Johnson